

PLYMOUTH REDEVELOPMENT COMMISSION

April 16, 2024

Page 1 of 14

The Plymouth Redevelopment Commission met in regular session in the Council Chambers on the second floor of 124 North Michigan Street, Plymouth, Indiana on April 16, 2024 at 5:30 p.m.

President Mike Miley called the meeting to order for Commissioners Billy Ellinger, Nancy Felde and Debra Venti who were present at the meeting. Commissioners Craig Hopple and Robin Cupka were absent. Other attendees included Mayor Listenberger, City Attorney Houin, City Engineer Sellers and Clerk-Treasurer Gorski. The public was able to see and hear the meeting through Microsoft Teams.

Commissioners Ellinger and Felde moved and seconded to approve the minutes of the last Regular Session meeting of February 20, 2024 as presented. The motion carried.

For the discussion, Felde stated under the REES discussion and preparing to vote to pay for the professional planning service that it said, "Houin responds by stating they will be asking you to pay for this out of the TIF #2 budget, specifically the economic development initiatives line." Felde states she was not aware we had lines, she asked what was meant by that.

Gorski responded by stating it was a budget line item.

Felde stated she sees a balance of \$135,000 and that she is unsure what that refers to. She asked how we know if there is \$65,000 there.

Gorski responded by stating she believes that \$135,000 was there and if we budgeted this to pay out of that then it would leave \$65,000 in there.

Houin commented that it wouldn't as this would not be that expensive.

Felde stated out of TIF #2 we have had payments for the city hall improvement. She asked if the \$135,000 refers to the economic development initiatives of that. She asked why city hall is not on the list.

Houin responded by stating city hall is a bond so it would be in a separate line of bond payments. He believed some of the confusion comes from this being a fund balance report and we were looking at the budget accounts so he is unsure if that would be any different.

Gorski commented that this would not be any different.

Felde stated she has never heard of an economic initiatives line item so that is why there may be some confusion.

Gorski stated there is enough money in your budgeted line item to cover this expense.

TIF #1: U.S. 30 / Oak Road Economic Development Area

Hoham Drive Update

Houin stated there is finally some good news for the Hoham Drive Project. He explained that NIPSCO's subcontractor had installed a gas line in the wrong location and there was some concern on whether some things could be adjusted in the other plans to get around what they had done in their mistake but that would have been a challenge. He explains that Lochmueller, as our supervisor, put enough pressure onto NIPSCO so in turn they put enough pressure onto their subcontractor until they got out there and fixed the mistake. He added that the project can now proceed and Milestone is ready to move ahead. He stated they were getting worried as they were running out of little things they could do until the gas line was fixed. He stated they are looking to hopefully be finished sometime around early August and there is no reason it can't be reopened well before Labor Day weekend.

PLYMOUTH REDEVELOPMENT COMMISSION

April 16, 2024

Page 2 of 14

Felde asked what line had been installed incorrectly.

Houin responded by stating it was a gas line. He explained they were relocating gas lines and the way it was explained in the progress meeting is that the NIPSCO subcontractor was provided the plans for where the storm sewer would go so, they could avoid that location, but instead of avoiding it, they installed the gas line almost exactly where the storm sewer was supposed to go. He stated we do not know why or how that happened but they were able to go out and lower the gas line from their original installation and make room for the rest of the utilities.

Felde asked if our Engineer was doing the daily inspections out there. Houin responded in agreeance. Felde asked if he was the one who discovered that or had Milestone discovered it.

Houin responded by stating he is unsure who first discovered it.

City Engineer Sellers responded by stating it had been Milestone.

Houin stated that the construction engineers had been out there daily scratching their heads trying to figure out what they could do to accommodate it as there was not a lot of confidence that NIPSCO could get that corrected quickly but it turns out they could.

Miley asked if the storm sewer now sits directly under the gas line.

Sellers responded by stating it is now slightly off to the side a little as they had to adjust the storm sewer main run a little differently. He stated there are a lot of utilities in there they were unaware of, along with several water services, with some being dead and others alive. He stated we had to move the storm sewer and gas line a little bit but we can cross it off now.

Houin commented that it is one thing to move side to side but the elevation was the big problem. He explained that obviously a sewer line has to have a declining slope or it does not work.

TIF #2: East Jefferson / Central Business Economic Development Area

Discussion of Water Street Townhomes Project

Houin stated we had a meeting just today with engineers from NIPSCO as the final utility to be worked out in the plan is the electric. He stated as an observer it sounded like they had most things worked out in that plan. He expressed that he is unsure if he understood everything that they were saying but everyone came away from the meeting satisfied.

He stated for the houses there, the contract has been awarded to demolish them, but because there is more than one residential unit, they had to inspect for asbestos. He stated they found a very minimal amount but they did find some so they have to remediate that. He explained that he spoke with Kevin Berger today and he expected that within a couple of weeks they will have that completed and then Langfeldt Excavating should be able to move along with the demolition.

Miley asked if the houses were vacant.

Houin responded in agreeance and stated that all of the services have been disconnected including gas and electric. He believed that Habitat for Humanity went through to see if there was anything worth salvaging and they are ready to be demolished as soon as the asbestos is cleaned out. He stated that hopefully within a couple of weeks you will see those come down very quickly.

Discussion of Michigan Street Master Plan

PLYMOUTH REDEVELOPMENT COMMISSION

April 16, 2024

Page 3 of 14

Houin reviewed the presentation from Jones Petrie Rafinski (JPR) Engineers for the Michigan Street Master Plan. He stated Bob Heiden did a much better job at explaining this and only wished to provide a brief overview. He explained the project area they were looking at is from the bridge south of LaPorte Street north up to Jefferson Street. He stated primarily because that area is under INDOT's control for SR 17. He stated there was some discussion about extending the area south to the railroad viaduct and north as far as all the way up Michigan Street but those may be later phases. He explained this is a master plan and it is not a final design so there is no reason for when they move forward with this project that they cannot extend the areas or divide it up into phases as this is for planning purposes.

Miley asked if this will be a long-term project.

Houin responded by stating they do not know where the funding will come from, what the final design will be, and if it is eligible for an INDOT grant and if it were that those are five-six years in planning. He explained with that being the most likely scenario, that would mean we are looking at this project happening five-six years down the road. He explained this project cannot happen if it does not start somewhere and this is the starting point. He stated there is a second part to the project which is the Garro Street section between Michigan and Center Streets. Below is a picture of the proposed project areas.



Houin wished to highlight some of the goals for the streetscape design. He explained that they primarily focus around pedestrian safety and creating spaces where activities can take place that could encourage more participation in the downtown area. He ran through the section on existing conditions as seen below.

PLYMOUTH REDEVELOPMENT COMMISSION

April 16, 2024

Page 4 of 14



Houin referenced minimal sidewalk engagement; he stated if you have been downtown during sidewalk sales that there is potential for engagement.

Felde asked what he means when he stated sidewalk engagement.

Houin responded by stating he takes it to mean activities that take place on the sidewalk that engage with the local businesses and what is happening in the community. He provided the example of sidewalk sales.

Felde stated that sidewalk sales already happen now.

Houin responded by stating they refer to minimal so the goal of the plan is to encourage more activity that engages pedestrians and the public in order to give them a reason to be downtown and patronize businesses downtown.

Ellinger asked if that would include some of restaurants being able to put seating outside.

Felde stated they do that already.

Ellinger stated it is really only Opie's Deli.

Felde stated it is up to the restaurant if they even wanted to do that.

Houin stated in the existing conditions JPR looked at the MACOG parking study that was done in 2018 and highlighted some of the data from that. He stated in the study, Zone D encompassed Michigan Street and half to full block of side streets for parking availability just off Michigan Street. He explained the key takeaway from that study was that even at "peak usage" that barely only half of the available on street parking spaces are being utilized.

Felde asked what hours of the day did that occur.

Houin responded by stating he doesn't exactly remember and he could get a copy of the parking study.

PLYMOUTH REDEVELOPMENT COMMISSION

April 16, 2024

Page 5 of 14

Felde stated when she takes Michigan Street that some hours of the day, there is nobody there as businesses are not open but when they do open, there may only be several places open but it is very packed so it does vary.

Houin stated one thing that was highlighted in the study was that what they consider the Michigan Street parking area, also includes side streets like Garro and LaPorte street. He stated what they found is that if most or nearly all the parking spaces on Michigan Street are being utilized that there are usually available spaces around the corner on the side streets.

Felde explained that she supposes if businesses were fully occupied then parking may be more of a premium as there is a lot of emptiness.

Miley stated he does not believe there are too many empty locations.

Mayor Listenberger commented that they are nearly 95-96% full for businesses.

Felde stated that she sees empty storefronts.

Mayor Listenberger stated if you count them that we are 95% occupancy and he was amazed by that as he went and counted them.

Felde stated that it sort of looks empty anyway.

Houin responded by stating that is another reason to activate the sidewalks because if there are more people around then it will look fuller.

Felde commented that it comes down to the businesses to activate the sidewalks.

Houin explained that he believes the idea of the design is to encourage that activation. He stated instead of looking for a parking place directly in front of the door you are walking in to find an available parking place to be more encouraged to walk from one business to another and maybe visit more than just their destination.

Felde asked where residents who live on the upper floors park.

Houin responded by stating it depends on the building as there are some spaces in the city parking lots where they can park for certain amounts of time. He explained there may be some properties that may have their own off-street parking.

Felde asked if the residents put pressure on business parking spaces.

Houin responded by stating he can tell you that it is a frequent topic of conversation at the Downtown Merchants Meetings as there are some property owners' downtown that have a tendency to park on Michigan Street in front of their business and it is frowned upon. He stated there are some residents in the apartments that have received tickets in the past because they park in the wrong place. He stated that there are certainly some issues with that and that is why the parking study is an important piece of data as we are working through this plan.

Felde explained that if we were at full occupancy and if there were restaurants that there would be more of a demand for parking, especially in the evening hour so it would be more premium. She stated there would be more sidewalk engagement and more pressure for parking. She provided the example of Walmart where people will walk the length of a football field to get their items but downtown is a little different.

PLYMOUTH REDEVELOPMENT COMMISSION

April 16, 2024

Page 6 of 14

Houin stated he measured it when we were talking about this but the distance from a parking space a few spaces back from the front at Walmart to the dairy case on the back wall is about the same distance as the Brass Rail to the Rees Theatre.

Miley assumed that it would have been further than that.

Houin stated by the time you walk back there, pick up your gallon of milk, walk over to the register, walk through the line, and then back out to your car, you could have parked in River Park Square, walked to the Brass Rail for dinner, walked to the Rees for a show, and then walked back to your car. He explained that a lot of it is perspective but some of it is weather related. He stated you are obviously more willing to walk around inside Walmart on a stormy day then you are downtown but on a nice day, especially when you see other people out on the sidewalk engaged, then it is encouraging to spend your time downtown.

Miley commented that has been a problem for years, and he does not see it changing really.

Houin explained that one of the things we have tried to recommend throughout this process is to look at other communities that have vibrant downtowns and at the very least identify those communities so that JPR and the other people involved can look at them and see what the characteristics are that make them successful in order to see if we can incorporate those ideas into our design. He stated there are some great examples not that far from here. He explained that Valparaiso is a great example, and even some of the smaller towns like Bremen and Nappanee are great examples of recently reconstructed downtown areas.

Mayor Listenberger commented that some of the trees are dying as they just had to take down one of the trees on Adams Street. He explained it was good as they were able to visualize what was going on in those pits. He stated that the roots are growing down the conduit lines and ruining the electric line in there.

Felde commented that maybe we shouldn't have trees.

Mayor Listenberger stated that everything is on the table.

Venti asked if it was mentioned that it had been fifty years since the downtown streetscapes have been done.

Mayor Listenberger responded by stating that by the time we get to it, it will have been half a century.

Felde referenced dying trees under existing conditions and stated a lot of the trees are alive and doing well. She stated there are a few that she brought up a few months ago that would be nice to replace. She stated the one they cut down the other day that they want to investigate the situation under the pavement and how to work with any of these trees because a lot of people are not sure what are in these holes and they do not remember. She stated that the tree was dead but the phrase "dying trees" makes it seem like we are in a type of graveyard and she does not see it that way. She stated that she is a little concerned that we focus on things that may not be as bad as this makes it seem.

Houin stated he is far from an expert and Felde does know much more about that. He explained what he was told was that the trees that are not dying now are nearing end of life and will die. He stated that he is not sure and they could last forever.

Felde stated that if that is the case then we should not be stating things like they are dying.

Houin stated it does not say they are about to die but some of them are dying.

PLYMOUTH REDEVELOPMENT COMMISSION

April 16, 2024

Page 7 of 14

Gorski commented that the wording does make it seem like they are dying.

Felde stated that she believed it most appropriate to replace the ones that were in the worst shape.

Ellinger explained that the problem is if you are going to do the street lighting then these trees are going to be an issue because all those junction boxes are in these tree wells.

Felde stated we leave the lights on the trees all year round and strangle them.

Ellinger commented that the wire has been in there long enough that you will never be able to pull it out. He explained that they had a hard enough time putting some of it in when it was new.

Felde commented that Valparaiso Street Department takes down the lights on their trees each year put them up every year. She stated we just leave ours on.

Miley asked if that really strangles the trees.

Felde responded by stating if the tree is trying to grow that it is like a tourniquet. She stated that just increases the cost of everything annually but we do like the lights on the trees during the winter time. She stated that it makes for better engagement on the sidewalks during the winter time.

Miley stated the trees are nice during the summer time for shade.

Felde stated it may be best to move on as she is being a little sarcastic. She stated her concern is that some items are being a little exaggerated and we are talking about big plans and spending money over the years.

Houin stated that is why the Mayor said everything is on the table and up for discussion. He explained the purpose of this presentation was to put ideas out there and to spur conversation. He stated that nobody is saying one viewpoint is right or wrong but we need to have a conversation.

Miley believed that is key for the city administration and media to continue to focus on. He stated there are a lot of people who believe these plans are a done deal. He believed it would be good to continue to reinforce that this is a discussion and not set in stone. He stated he knows that the city would love to have input as that is what they are looking for. He understands there are those that will gripe about it but that is why it is good to voice your idea and contribute.

Felde asked if the firm is taking it all the way through INDOT comments. She asked where they will be stopping and what INDOT's stance is on this.

Houin responded by stating the Master Plan is a concept. He stated once it is finalized then that is all it is. He stated the reason it is important right now is because the Rees would like to move forward with finishing their design on the corner.

Felde asked if they are pushing the whole project.

Houin responded by stating in order to get INDOT approval that JPR and the Rees feel it needs to be more involved in the master plan for when they go to INDOT. He explained that they could explain they are only doing one little piece right now and that it is consistent with the overall plan.

Felde asked for clarification that the Rees' plan will go to INDOT on their own.

PLYMOUTH REDEVELOPMENT COMMISSION

April 16, 2024

Page 8 of 14

Houin responded in agreeance and stated that the city will not be doing any of that work and that the Rees would be doing all of it on their own and go to INDOT for that approval. He stated they will also need approval from the city.

Felde asks for clarification that JPR will not be going to INDOT.

Houin responded by stating not for the city. He stated they will be going to INDOT for the Rees separate from the city.

Felde stated that she did not believe their fee would cover going to INDOT as the fee is pretty reasonable in her opinion.

Houin went through slides for potential opportunities along with additional ideas to spark the conversation. He commented that he personally favors bicycle parking. He lists the examples of some intersection treatments such curb extensions, or bump outs as we like to call them. He explained they make the point here that it is not so much the physical barrier as much as it is the visual que to drivers that the space is changing and to be aware of pedestrians as the advantage there. He referenced the below slides on lane narrowing and green spaces.

Strategies LANE NARROWING

Narrow lanes reduce speeds and minimize crashes on city streets by way of reducing the right-of-way and making drivers wary of traffic and adjacent users. Use the additional space for pedestrian space, cycle facilities, or green infrastructure.

AVERAGE PEDESTRIAN/BIKER FATALITIES AT GIVEN SPEEDS

HIT BY A VEHICLE TRAVELING AT:	HIT BY A VEHICLE TRAVELING AT:	HIT BY A VEHICLE TRAVELING AT:
20 MPH	30 MPH	40 MPH
10 icons	5 icons	2 icons

It's surprising to see how a difference of 20 mph reverses the survival rates of people hit by moving vehicles.

Strategies GREEN SPACES & TREES

Trees and vegetation not only help to improve the aesthetics and park-like quality of a space, but can also scale down the street to aid in slowing down vehicular traffic.

5°-15°

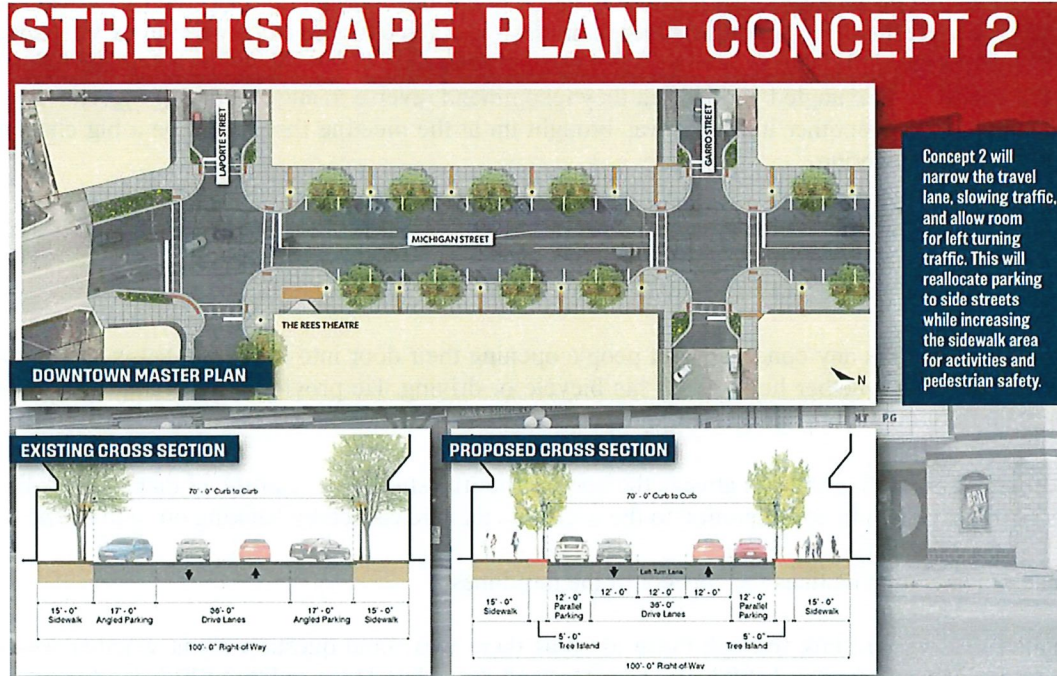
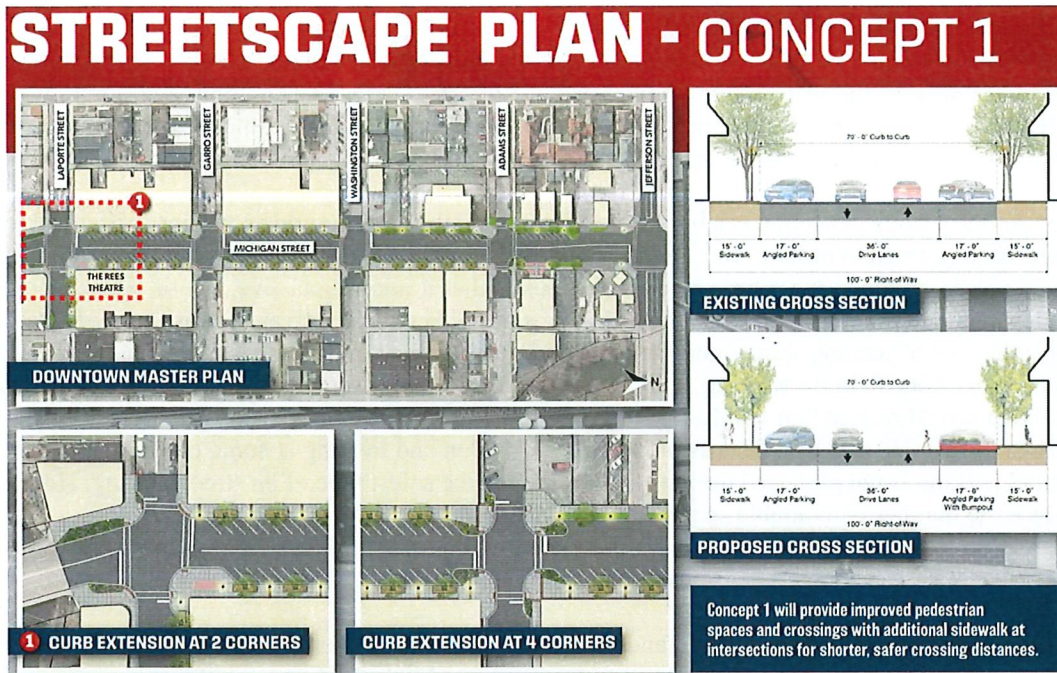
Additionally, trees help reduce surface temperature by 5-15 degrees. This can promote effective gathering spaces for congregating, which can further activate the streetscape and foster personal interactions. (Source: Walkable Communities Inc.)

PLYMOUTH REDEVELOPMENT COMMISSION

April 16, 2024

Page 9 of 14

Houin then showed two streetscape concepts as seen below.



Houin explained the first concept maintains angled parking and it is a little confusing because one image shows four curb extensions and we know from our temporary trial last year that it is not a good design for Downtown Plymouth. He stated if you saw the tactical urbanism project from last year that caused a lot of problems downtown that we expected that and it worked as expected so now we know. He stated at Garro and Michigan Streets, the concept shows a bump out on the northeast and southwest corners with the current footprint on the opposite corners. He explained the reason for this is if a car is waiting to turn left across

PLYMOUTH REDEVELOPMENT COMMISSION

April 16, 2024

Page 10 of 14

traffic that this space would allow a car behind it to either turn right or go around that stopped car and back into the lane. He also explained that you get some advantage of the curb extension to narrow the lane and provide pedestrian safety while also allowing traffic through. He stated that will actually be the next tactical urbanism project that the Complete Streets Committee is planning. He stated hopefully soon we will have approval from INDOT so we can have another temporary installation in May. He stated it will do alternate bump outs like this all the way through downtown at LaPorte, Garro, Washington, and possibly Adams Street. He stated we can test that concept next month and see if it works as intended. He stated the first concept allows for the same sidewalk size and the same travel lanes with those curb extensions.

He stated for the second concept it is a bit different. He stated they accommodate turning traffic with center turn lanes. He explained in order to fit those they have designed this with parallel parking instead of angled parking. He also explained the other advantage of this is that it adds about five feet of sidewalk on each side of the street. He stated it increases the amount of space that can be activated downtown. He stated the concern is the loss of parking spaces and they counted there are just on Michigan Street, not including the side streets from Zone D in the parking study, that there are 100 angled parking spaces in the concept area. He stated that would reduce that number by forty. He stated that would leave sixty parallel parking spaces on Michigan Street. He stated in discussions with Bob Heiden and looking at some other design standards that parallel parking is the preferred design standard as it is the safest type of on street parking. He stated it does reduce the number of available spaces so that is the tradeoff.

Miley asked why it is considered the safest type of on street parking.

Houin responded by stating what he read and with the research he personally did is that you can identify available spaces much easier. He stated if you are driving down Michigan Street and there is a larger vehicle parking in an angled parking spot that it is much harder to tell if the couple of spots after that vehicle will be open after you get there. He stated the other reason is it is much easier to exit a parallel parking space as you can better see the traffic that is coming. He stated the design standards that he found preferred parallel parking but they allow for angled parking but they recommend reverse in angle parking if you are going to use it. He stated that is another item that was brought up at the meeting that would be a big change but something worth considering.

Ellinger asks for clarification like LaPaz.

Houin responds in agreeance and also provided the example of Howard Park in South Bend.

Ellinger asked if there is any concern about people opening their door into traffic as that is something he usually worried about whether he is riding his bicycle or driving. He provided the example of someone swinging their door open not paying attention.

Houin responded by stating there is always the concern but the studies he read stated that statistically it is not as large of a problem in consideration to the accidents that are caused by backing out into traffic.

Ellinger commented that he likes the concept of the turn lanes.

Houin stated that we will talk through those ideas as there was some question about whether we could incorporate a center turn lane and still have room for angled parking. He stated that JPR is working through all the comments and questions from that meeting and putting together revised concepts based upon those.

Felde explained that when you parallel park you come up to the one space in front of the one you want to park in and then you back in. She stated the corner spaces will be very hard to park in because you can't really turn into the intersection so you're almost losing two more spaces that are not very sensible.

PLYMOUTH REDEVELOPMENT COMMISSION

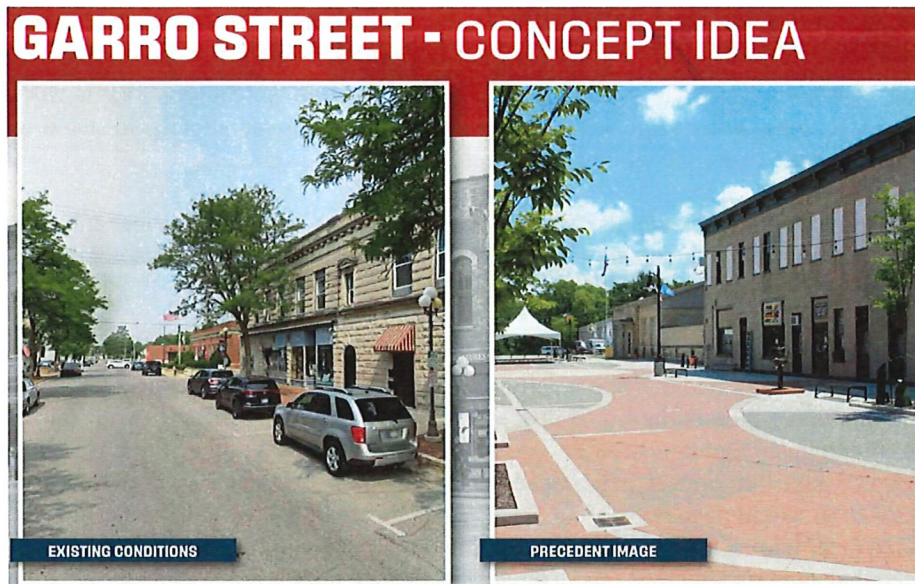
April 16, 2024

Page 11 of 14

Houin stated that those are the types of comments that JPR is taking into consideration.

Ellinger stated that he has seen places that have signs up for compact parking only.

Houin stated there are some benefits to narrowing the parking area but obviously there are some drawbacks to parallel parking as well. He stated the last thing he wanted to address is the concept for Garro Street as seen below.



He stated this is often discussed by the Downtown Merchants. He explained the half section of Garro Street between Michigan Street and the alley beside the Post Office is frequently closed off for various events. He stated the photo on the left is Garro Street currently and the photo on the right is Decatur, Indiana. He stated this is a plaza area where they used temporary bollards. He stated there are also types of moveable barricades that could be decorative and fit into the design. He explained the idea is that this would be open to through traffic when it is not in use for events. He also explained when it is in use, instead of bringing out the street department and putting yellow barricades that they could have something that is a little more decorative and more of a plaza feel for the space so activity could be hosted in that area. He stated at the same time the project includes upgrades to electrical connections so there would be connections for food trucks to plug in. He stated currently when there are food trucks, they have to have generators so it is loud and smells bad. He stated the idea again is to create a plaza space that would still allow through traffic when not in use but create a friendlier atmosphere for events.

Ellinger explained that the concept idea here shows it going all the way to Center Street instead of stopping at the alley. He stated his concern is about cutting business to the Post Office.

Houin stated they used that as the concept area but it is possible they could do the plaza design all the way through but only use the barricades for the half block. He stated there could be a visual connection even though that is not part of the area. He stated one comment was brought up at the meeting asking why they do not do this on the east side of Garro Street across Michigan Street. He responded to the question by stating because it was a hill and you cannot park food trucks on a hill. He stated you could even potentially do a visual design for that street so even though it is not closed off as part of the event space, you would still create a visual connection for what is happening downtown with River Park Square and help to tie everything together.

Miley believed there is a lot of great ideas to spark a discussion.

PLYMOUTH REDEVELOPMENT COMMISSION

April 16, 2024

Page 12 of 14

Houin responded by stating he believed that was the key. He explained it gets the conversation going as it gets people excited or scared but there are strong feelings about this.

Venti stated she was at this meeting and believes it was decently attended but she knows a lot of people who would like to come to the next one. She stated it is the momentum of getting the conversation moving and going with concepts, designs, and a goal.

Houin stated the idea with the next meeting is to hold it more as an open house format so that people that have other board meetings at that time still have the opportunity to come and discuss with the designers and others involved with the project. He stated we should have the time spread out so it is easier for people throughout the day to come and people who can come in the evening can attend. He stated we want to be sure we can accommodate everyone who wants to get involved in the process.

Mayor Listenberger commented while also working on this, we are working on some enhancements to the Revitalization Façade Grant Program hoping that the downtown business owners come along down the years and they will have the incentive to do more to their buildings as well.

Venti stated in discussion of the activity of downtown that she had worked to help revitalize two other towns in her past. She commented that she is returning home to Plymouth after thirty years. She expressed what is vital to this whole plan is the living spaces upstairs as the people who live upstairs shop and eat downstairs. She commented that the Brass Rail does not have outside seating and this would allow them to have more space and have outdoor seating. She added that Harman's restaurant will definitely have outdoor seating. She stated you would have two corner restaurants that create that atmosphere when you are driving by. She explained that Opie's Deli has a couple tables and this would allow for them to have a couple more tables. She stated that gardens, greenery, and a whole new façade look is really what we are after. She stated there are so many small communities where people park three to four blocks away and walk over if something is going on. She stated the concept is that we need to think a little more differently and outside of the box of where we need to be as there is a lot of excitement and enthusiasm for the façade grant.

TIF #3: U.S. 30 / Pine Road Economic Development Area

Miley stated last week at the council meeting that there was discussion about work progressing on Pioneer Drive. He asked what the timeline is for that.

Gorski responded by stating she received the notice today that they are starting April 22nd and that she had distributed the notice to everyone before the meeting.

TIF #4: South Gateway / Western Downtown Economic Development Area

There were no updates at this time.

TIF #5: Western Avenue Economic Development Area

There were no updates at this time.

TIF #6: Plymouth/Goshen Trail Economic Development Area

Update on Centennial Crossings

Houin stated the last update he gave was about the developer discussing dedication of the streets but we are still awaiting that.

TIF#7: Pretzel's Air Parcel

There were no updates at this time.

Other Business:

PLYMOUTH REDEVELOPMENT COMMISSION

April 16, 2024

Page 13 of 14

2023 TIF Management Reports

Houin went over the 2023 TIF Management Report presented by Baker Tilly at the April 8th meeting of the Common Council. He stated aside from this report needing to be presented at a Council Meeting this year, there is another new requirement that goes into effect this year in December that is the RDC Annual Spending Plan. He explained that questions came up earlier about the budget lines and his understanding is that there has not been a detailed plan for TIF spending going forward but that is now a requirement to create such a plan.

Miley asked when that needed to be submitted.

Felde responded by stating that it says by December 1st. She asked if Baker Tilly will be doing this within their current fee schedule or if it will be an extra charge.

Gorski responded by stating she believes this will be within their fee schedule.

Houin stated that we revised our contract with Baker Tilly earlier in the year and that was one of the changes to add that into their services that they will be helping us with.

Amidst the overview of the TIF Management report, there were questions brought up in regards to a TIF and Mayor Listenberger brought up the opportunity of a TIF Workshop that the Common Council had already been invited to with Baker Tilly. He added it would be a two-hour class.

Felde asked if last year it was an online option as she believes she and Miley took that course.

Mayor Listenberger responded by stating that he is unsure but this workshop will be an actual structural class on TIF. He explained that he will let everyone know when that will be happening.

Gorski added at the end of the overview presentation that the report was then uploaded and signed off by her on April 9th so we were in compliance with the April 15th deadline.

Miley asked when the letters will need to go out to the overlapping taxing units.

Gorski responded by stating that it is normally in June.

Miley asked for clarification on the requirement for the public hearing. He stated he asked because we run up against the deadline because of our meeting schedules.

Gorski responded by stating we usually have that meeting in May as June 15th is when annual notification of overlapping taxing units has to be complete. She stated because it has to be by June 15th and your meeting won't be until after that, then we will have to have the meeting in May.

Houin asked if June 15th is the due date for sending the letter or having the meeting.

Gorski responded by stating she believed it was for holding the meeting but she can ask Baker Tilly.

Approval of Redevelopment Invoices

Paid from:

Hoham Drive Grant – TIF 1

Lochmueller Group LLC	Engineering Services for Reconstruction of Hoham Drive	\$8,283.87
Lochmueller Group LLC	Engineering Services for Reconstruction of Hoham Drive	\$3,238.55

TIF 1

PLYMOUTH REDEVELOPMENT COMMISSION

April 16, 2024

Page 14 of 14

Baker Tilly	Professional Fees for Surveillance Bond Rating	\$4,047.50
TIF 6		
Bank of New York Mellon	Trustee Fees – 2022 Bond	\$1,250.00
All TIF Districts		
Baker Tilly	Professional Fees	\$5,719.25
Baker Tilly	Professional Fees per agreement	\$7,500.00
Additional Claims		
TIF 2		
Jones Petrie Rafinski	Michigan Street Master Plan	\$6,052.50
TIF 6		
Bank of New York Mellon	Trustee Fee – 2020 Bond	\$1,575.00
Total Amount of Claims		\$37,666.67

Commissioners Felde and Ellinger moved and seconded to approve the Redevelopment Invoices as presented. The motion carried.

Acceptance of Communications

The following communications were provided to the Commissioners:


- Finalized December 2023 Financial Reports
- 1993 TIF Trial Balance – March, 2024 (TIF #1: U.S. 30 / Oak Road Economic Development Area)
- 2000 TIF Trial Balance – March, 2024 (TIF #2: East Jefferson / Central Business EDA)
- 2005 TIF Trial Balance – March, 2024 (TIF #3: U.S. 30 / Pine Road Economic Development Area)
- 2016 TIF Trial Balance – March, 2024 (TIF #4 South Gateway / Western Downtown EDA)
- 2019 TIF Trial Balance – March, 2024 (TIF #7 Pretzels Air Parcel)
- 2023 TIF Management Report – Submitted to DLGF on 04/09/2024
- 2023 TIF Management Report Presentation – Presented to Common Council on 04/08/2024
- Old National 2024 Annual Certificate

Felde asked if the Old National certificate is for the City Hall Renovation. Gorski agreed.

Commissioners Felde and Ellinger moved and seconded to accept the communications as presented. The motion carried.

Adjournment

The next meeting is scheduled for May 21, 2024 at 5:30 p.m. There being no further business to discuss the meeting was declared adjourned at 6:29 p.m. after a motion and second by Commissioners Ellinger and Venti. The motion carried.



Lynn M. Gorski
Clerk-Treasurer