



# Plymouth Downtown Development Authority Meeting Agenda

November 13, 2025 7:00 p.m.  
Plymouth City Hall & Online Zoom Webinar

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Plymouth Downtown Development Authority  
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Plymouth, Michigan 48170

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<https://us02web.zoom.us/j/84165387225>

Passcode: 585197

Webinar ID: 841 6538 7225

**1) CALL TO ORDER**

*Kerri Pollard, Chairperson  
Richard Matsu, Vice Chairperson  
Suzi Deal, Mayor  
Ellen Elliott  
Jennifer Frey  
Brian Harris  
Dan Johnson  
Shannon Perry  
Ed Saenz  
Paul Salloum*

**2) CITIZENS COMMENTS**

**3) APPROVAL OF AGENDA**

**4) APPROVAL OF MEETING MINUTES**

**A. October 13, 2025 Regular Meeting Minutes**

**5) BOARD COMMENTS**

**6) OLD BUSINESS**

**A. DDA Five-Year Action Plan Status Update**

**7) NEW BUSINESS**

- A. DTP Wi-fi Recommendation**
- B. 2026 Central Parking Deck Maintenance**

**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, 35<sup>th</sup> 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

*“The government in this community is small and accessible to all concerned.”*

-Plymouth Mayor Joe Bida  
November 1977



**Plymouth Downtown Development Authority  
Regular Meeting Minutes  
Monday, October 13, 2025 - 7:00 p.m.  
Plymouth City Hall & Online Zoom Webinar**

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

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**1. CALL TO ORDER**

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

Present: Chair Pollard, Mayor Suzi Deal, Vice Chair Richard Matsu, Members Ellen Elliott, Ed Saenz, Paul Salloum, Shannon Perry, Jennifer Frey, and Brian Harris.

Absent: Dan Johnson

Also present: DDA Director Sam Plymale, Economic Director John Buzuvis, and Finance Director John Scanlon

**2. CITIZENS COMMENTS**

There were no citizen comments.

**3. APPROVAL OF AGENDA**

Perry offered a motion, seconded by Harris, to approve the agenda for October 13, 2025.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

**4. APPROVAL OF MEETING MINUTES**

**A. September 8, 2025 Regular Meeting Minutes**

Frey pointed out a correction needed in the September 8th meeting minutes, specifically under "New Business" on page 2, where a sentence incorrectly credited her with making a motion to second the meeting minutes. This duplicate entry needed to be removed.

Perry offered a motion, seconded by Harris, to approve the minutes of the September 8, 2025 regular meeting with the correction noted by Frey.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

**5. BOARD COMMENTS**

Mayor Deal received gratitude from Chair Pollard for her contributions to the board, appreciation from Director Perry for her role in interviewing and offering the chance to serve, and thanks from Director Frey for her service and leadership.

Perry emphasized the DTP Forward project's 730 survey responses and how accessible it was for those not attending the event. Sam Plymale discussed that the upcoming Wednesday's meeting was a DDA meeting without decision-making due to a lack of quorum. Chair Pollard commended Downtown Day's turnout, music, and entertainment, lauding the Smith Group's engagement.

Participants valued the thorough survey feedback, and Chair Pollard mentioned that the golden ticket promotion led to two business appointments for her.

## 6. OLD BUSINESS

There was no old business.

## 7. NEW BUSINESS

### A. Recommendation For Additional Hours – Assistant DDA Director

Plymale recommended promoting Assistant DDA Director Reiko Misumi-Schelm to full-time, given increased demand from additional events, infrastructure projects, marketing efforts, and community needs. Despite a doubled DDA budget and more projects over 20 years, staff hours have stayed flat. Plymale praised Reiko's work since her hire in December 2023 and subsequent promotion in August 2024, noting her expanded duties in agenda creation, grant writing, RFP development, and construction management.

Scanlon assured minimal budget impact from the promotion, which still requires city commission approval.

Elliott questioned if an administrative assistant would be needed, to which Plymale replied that current part-timers Alex and Julian would cover tasks, granting Reiko more high-level responsibilities. Mayor Deal backed the promotion, aligning it with strategic goals for staff development. Director Saenz and Chair Pollard praised Reiko's impact and availability.

## **RESOLUTION**

*The following resolution was offered by Director Elliott and seconded by Director Harris.*

*WHEREAS The City of Plymouth adopted a Strategic Plan that includes a goal of "Staff Development, Training, and Succession", and*

*WHEREAS An increased number of projects for DDA staff has increased the required workload in the DDA office, and*

*WHEREAS City Administration has developed a plan to convert the Assistant DDA Director position from a ¾ time to a full-time position, and*

*WHEREAS The City has an Ordinance in place which requires the City Commission provide prior and express approval before any full-time hiring.*

NOW THEREFORE BE IT RESOLVED THAT the City of Plymouth Downtown Development Authority Board of Directors does hereby recommend to the Plymouth City Commission that the current Assistant DDA Director position be moved from a ¾ time to a full-time position. This recommendation will not be implemented without future authorization approval from the Plymouth City Commission.



There was a voice vote.

Yes: Vice Chair Matsu, Mayor Deal, Saenz, Salloum, Perry, Frey, Harris, Elliott, Chair Pollard  
MOTION PASSED UNANIMOUSLY

**B. JAG Entertainment Music in the Air concert production contract**

Plymale stated that Plymouth DDA has worked with JAG Entertainment since 2013 for their Friday night Music in the Air concert series. The services encompass concert scheduling, band bookings, planning, insurance, sound, emcee duties, and live video streaming. As the current contract ends after 2025, both parties have agreed on a long-term contract with a price increase to address inflation and raised production costs—5.5% for 2026, steady for 2027, and 3.5% for 2028, plus an option for a two-year extension at a 2% increase annually.

Concerts have been funded via sponsorship for over a decade, with fees increased for 2026. Despite the cost hike, DDA staff find it justified, appreciating James Gietzen's and JAG Entertainment's exceptional work.

The annual production and talent fees will be \$61,875 for 2026/2027 and \$63,740 for 2028, with the expectation that sponsorship will cover these increases.

Elliott praised Gietzen's company for exemplary event management and questioned if the fees reflect the service quality.

**RESOLUTION**

The following Resolution was offered by Director Elliott and seconded by Director Perry.

WHEREAS The Downtown Development Authority Board of Directors desires to continue the Friday Night Music in the Air concert series, and

WHEREAS JAG Entertainment has provided turn-key services from talent booking, sound and stage management and emcee services for other local municipalities and special events, and

WHEREAS JAG Entertainment has provided excellent production service for the Music in the Air concert series in Downtown Plymouth and has also provided, as a sub-contractor, sound equipment, engineering and stage management services, and live streaming services on the DDA's YouTube channel, and

WHEREAS the DDA wishes to enter into a long-term agreement with JAG Entertainment through 2028 with the ability to extend the contract through 2030.

NOW THEREFORE BE IT RESOLVED THAT the City of Plymouth Downtown Development Authority approves the contract for concert production and talent for the Friday Night Music in

the Air concert series with JAG Entertainment through 2028 with the potential for a two-year extension through 2030. The cost for the services in 2026 and 2027 is \$61,875, with cost of services in 2028 at \$63,740. Funding for this effort is authorized from account #248.811.794.000.

There was a voice vote.

Yes: Vice Chair Matsu, Mayor Deal, Saenz, Salloum, Perry, Frey, Harris, Elliott, Chair Pollard

MOTION PASSED UNANIMOUSLY

## **8. REPORTS AND CORRESPONDENCE**

### **A. Music in the Air 2025 Report**

Assistant DDA Director Reiko Misumi-Schelm gave a report on the 2025 Music in the Air concert series and stated that DDA staff first analyzes the current year's data to identify trends for planning the 2026 season. The report identified Magic Bus and Steve King and the Dittilies as top concerts, drawing about 4,200 attendees each. Weather impacts crowd size, and popular eateries visited by concertgoers were noted.

Plymale explained the use of Placer.ai for data collection via cell phones, acknowledging attendance might be underreported, especially for those without phones. Approximately one-third of visitors came specifically for concerts, highlighting their draw.

Buzuvis confirmed data could be shared retroactively, potentially dating back to 2017, in response to Karen Sisolak's query.

Before adjournment, Mayor Deal expressed her excitement for the DDA's future work on the streetscape project, thanking the board members for their commitment and service to the community.

## **9. ADJOURNMENT**

Perry offered a motion, seconded by Saenz, to adjourn the meeting at 7:31 p.m.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

| Goal                                       | Task                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Responsible Party       | Timeframe             | Status Update (11/07/2025)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|--------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Enhance DDA District Aesthetics & Function | <p><b>**Top Priority** Prepare a Streetscape Improvement Plan With the Following Goals:</b></p> <ol style="list-style-type: none"> <li>1. Use DDA Infrastructure Plan as a framework to build on.</li> <li>2. Enhance aesthetics, function and activating spaces, using industry best practices.</li> <li>3. Make landscaping consistent across the DDA.</li> <li>4. Revamp trees, planters, brick pavers.</li> <li>5. Evaluate patio/outdoor dining opportunities.</li> <li>6. Review opportunities to maximize and increase sidewalk areas/pedestrian/commerce opportunities to improve pedestrian safety.</li> <li>7. Develop plan for additional bike racks in the City.</li> <li>8. Design potential enclosure ideas for The Gathering.</li> </ol> <p><b>(Note: This project will overlap other DDA goals.)</b></p> | DDA Staff/<br>DDA Board | Short to<br>Long-term | <p>*DTP Forward Initial stakeholder meeting (Aug 19)</p> <p>*SmithGroup presented at September DDA Meeting</p> <p>*DDA staff distributed postcards at Fall Fest (Sept 6, 7)</p> <p>*SmithGroup pop up at Downtown Day event (Sept 27)</p> <p>*Open House at the Cultural Center (Oct 15) was well attended</p> <p>*Online survey final count: 871</p> <p>*All collected feedback being analyzed, summarized</p> <p>*Next steps: Stakeholders Work Session #2 (Dec 2025), Online Survey #2 (Jan 2026), Open House #2 (Feb 2026)</p> <p>City arborist has indicated that some DDA street trees are showing signs of disease, and may have to be removed prior to streetscape update. DDA staff updated public on trees in June newsletter.</p> <p>Patio dining season ended Oct 31.</p> <p>Valet parking season: Nov 1 - Apr 1</p> <p>Ledger expected to apply again for 25-26 Valet season</p> <p>3-year Fleet Street trash contract with WM approved at April 2025 DDA meeting.</p> |
|                                            | <p><b>**Top Priority** Create Proactive Community Engagement Plan</b> to educate residents and business owners about the Streetscape Improvement Plan project.</p> <ol style="list-style-type: none"> <li>1. Gather community input.</li> <li>2. Educate downtown stakeholders of plan.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                         |                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

Red Text = DDA Related Items from City Commission 2025 City-Wide One-Year Tasks

| Goal            | Task                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Responsible Party                                                   | Timeframe             | Status Update (11/07/2025)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Improve Parking | <p><b>Improve the Condition of Existing Lots by:</b></p> <p>1. <b>**Top Priority**</b> Resurface the existing lots that are in need.</p> <p>2. Prepare a plan to reconstruct/replace the Central Parking Structure.</p> <p>3. Complete Central Parking Deck engineering review for 2026 major renovation</p>                                                                                                                                                                                                                                                                                            | City Commission/<br>DDA Board                                       | Short-term            | <p>2025 Central Parking Deck project complete. 2026 project to go to bid in January. Major renovation project to take place in spring of 2026. 2025 Central Parking Deck Maintenance Bid Awarded to Pullman at September DDA Board meeting. Maintenance work went smoothly despite some weather delays, great communication and quality work from Pullman.</p> <p>Parking Deck Engineer presented Life Cycle Analysis Report at May 2024 DDA Meeting. Report indicates an approximate 20 year additional lifespan with regular maintenance.</p> |
|                 | <p><b>Maximize the Number of Parking Spaces by:</b></p> <p>1. <b>**Top Priority**</b> Re-assess parking desires of parking patrons/users via user input, needs study, or other methods. Work with the Planning Commission and businesses.</p> <p>2. Work with property owners of private lots to optimize layout, number of spaces, and increase efficiency/capacity.</p> <p>3. Analyze more efficient parking space design (Pull-in vs. parallel vs. angled, etc.).</p> <p>4. Work with Planning Commission to review approach to businesses providing parking. Look for more collective approach.</p> | City Commission/<br>Planning Commission/<br>DDA Board/<br>DDA Staff | Short to<br>Mid-term  | A assessment of potential parking changes will be addressed during Streetscape Design. Valet Parking season begins Nov 1.                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                 | <p><b>Other</b></p> <p>1. Incorporate electric vehicle (EV) charging stations.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | DDA Staff/<br>DDA Board                                             | Short to<br>Long-term | <p>Current EV charging stations at Saxton's lot are getting regular use. Potential to add more during streetscape upgrade.</p>                                                                                                                                                                                                                                                                                                                                                                                                                  |

Red Text = DDA Related Items from City Commission 2025 City-Wide One-Year Tasks

| Goal                                                                        | Task                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Responsible Party                           | Timeframe             | Status Update (11/07/2025)                                                                                                                                                                                                                                                                                                                   |
|-----------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|-----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Improve Pedestrian Safety<br>(Coordinate with Streetscape Improvement Plan) | <b>**Top Priority** Create Consistent Approach to Determining Pedestrian Crossing Facilities.</b><br><br>1. Complete 2025 Infrastructure Program and reach decision/direction on push button usage in the DDA.                                                                                                                                                                                                                                                                                                                        | City Commission/<br>DDA Board               | Short-term            | Signals have been altered with automatic pedestrian signal activation at this time. At 1/13/25 meeting, DDA Board recommended that City Commission move forward with the Main/Church intersection project without engineer recommended push button signals. Intersection upgrade will likely become part of the planned streetscape upgrade. |
|                                                                             | <b>**Top Priority** Prepare Plan to Address Tree issues, including:</b><br><br>1. Develop tree replacement plan.<br><br>2. Tree grates or alternative surfacing around trees.                                                                                                                                                                                                                                                                                                                                                         | DDA Staff                                   | Short-term            | Tree replacement and subsequent addition of tree grates to be addressed during streetscape upgrade.                                                                                                                                                                                                                                          |
|                                                                             | <b>Other</b><br><br>1. Ensure consistent sidewalk trim/brick work throughout the DDA.<br><br>2. Implement vehicle management features that slow cars, reduce traffic, etc.<br><br>3. Address uneven sidewalk pavement.<br><br>4. Develop a plan to activate alleys and sidewalks.<br><br>5. Eliminate obstacles on sidewalks and pedestrian crossings (such as light poles, planters, etc.).<br><br>6. Design, purchase, and install street security bollards at minimum of two downtown locations and Cultural Center main entrance. | City Commission/<br>DDA Board/<br>DDA Staff | Short-to<br>Long-term | Contractor completed brick repairs between the Penn Theatre and The Gathering in late July 2025. City has purchased some movable security barricades for events. Adopt-A-Planter program wrapped up, contractor cleaning up. Winter planter decor for Kellogg Park planters contracted.                                                      |
| Kellogg Park<br>(Coordinate with Streetscape Improvement Plan)              | <b>**Top Priority** Address Turf Issues by:</b><br><br>1. Explore natural/synthetic alternatives to turf grass.<br><br>2. Look into better turf management.                                                                                                                                                                                                                                                                                                                                                                           | DDA Staff/<br>DDA Board                     | Short-term            | DDA staff to explore hiring an agronomist or turf expert to complete study in 2026.                                                                                                                                                                                                                                                          |
|                                                                             | <b>Create brick pathways that are consistent with the downtown in Kellogg Park.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                   | DDA Staff/<br>DDA Board                     | Short-term            |                                                                                                                                                                                                                                                                                                                                              |
|                                                                             | <b>Other</b><br><br>1. Update the Kellogg Park landscape plan.<br><br>2. Evaluate health of existing trees.<br><br>3. Incorporate East Penniman, or use of this street, into Kellogg Park functions.<br><br>4. Add security cameras.                                                                                                                                                                                                                                                                                                  | City Commission/<br>DDA Board               | Short to<br>Long-term | Kellogg Park holiday tree was replaced in mid April 2025. An additional tree in the park had to be removed due to safety issues. Several street trees are likely to be removed in 2025 due to disease. Kellogg Park security cameras are up and running as of August 2024.                                                                   |

Red Text = DDA Related Items from City Commission 2025 City-Wide One-Year Tasks

| Goal               | Task                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Responsible Party             | Timeframe          | Status Update (11/07/2025)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Support Businesses | <b>**Top Priority** Evaluate public Wi-Fi in DTP.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | City Commission/<br>DDA Board | Short-term         | Staff recommendation against project on November DDA agenda.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|                    | <p><b>Support Business Goals Through:</b></p> <ol style="list-style-type: none"> <li>1. Continue community events.</li> <li>2. Quantify value of proposed CC &amp; DDA improvements to businesses.</li> <li>3. Encourage business involvement in DDA programs.</li> <li>4. Use Redevelopment Ready Communities program as a guide to market vacant properties.</li> <li>5. Implement programming to create connections to other parts of the community.</li> <li>6. Obtain sponsorships for DDA Music in the Air concert events, DDA banners, bandshell banners, and park/playground.</li> </ol> | DDA Staff/<br>DDA Board       | Short to Long-term | <p>Staff working on holiday events: <i>Main St Blvd Tree Lighting &amp; Salvation Army Red Kettle Kick Off, Santa's City of Plymouth Parade</i> .</p> <p>AM Rotary Veterans banners program displayed in time for Veterans Day. AM Rotary looking to partner with DDA/City to expand program.</p> <p>Business updates, events, available properties continue to be featured in monthly eNewsletter, print calendar, window slideshow. DDA website "business cards" and business directory updated, changes made as needed.</p> <p>DDA board made recommendation to raise liquor license cap by 1. In March 2025, City Commission approved raising the liquor cap by 2 inside the DDA, and 2 outside the DDA.</p> |
| Other              | <p><b>Implement More Art Projects in the DDA, such as:</b></p> <ol style="list-style-type: none"> <li>1. Invisible paint that appears when it rains, with messages such as "Thank you for shopping Downtown Plymouth."</li> <li>2. Add more street art/painted artwork.</li> <li>3. Participate in Phase III of Plymouth Art Walk</li> </ol>                                                                                                                                                                                                                                                     | DDA Staff/<br>DDA Board       | Short to Long-term | <p>Installation of Phase III anticipated in December 2025. DDA staff working on plaques with QR codes linked to ArtWalk page on DDA website. DDA Board approved funding match of \$25K with PCAC for Phase III of Plymouth Art Walk in February 2025. HDC approved Phase III in March 2025.</p>                                                                                                                                                                                                                                                                                                                                                                                                                  |

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# ADMINISTRATIVE RECOMMENDATION

To: DDA Board  
 From: DDA Director Sam Plymale  
 CC: S:\DDA\Shared Files\DDA Board\DDA Agendas\DDA Agendas 2025\November  
 Date: 11/10/2025  
 Re: **Downtown Public Wi-Fi Evaluation**

## BACKGROUND:

In 2024, the City of Plymouth DDA Board passed an updated DDA Five-Year Action Plan which included the following goals: *Enhance DDA District Aesthetics & Function, Improve Parking, Improve Pedestrian Safety, Kellogg Park, and Support Business*. Under the 'Support Business' goal, a priority task of 'Evaluate public Wi-Fi in DTP' was identified.

Back in 2015-2016, DDA staff explored the idea of adding free public Wi-Fi in Kellogg Park. Staff met with a couple of Internet Service Providers (ISPs) during that time to gather information on the potential of free public Wi-Fi in Kellogg Park, and received these estimates:

| <i>2015-16 Installation Cost Estimate</i> | <i>Monthly Charges Estimate</i>                |
|-------------------------------------------|------------------------------------------------|
| \$15,000 - \$20,000                       | \$1,000 - \$5,000/mth (\$12,000 - \$60,000/yr) |

DDA staff unsuccessfully explored grants and sponsorships in an effort to cover these potential costs. Given that the costs significantly outweighed the benefits, especially since many downtown businesses began to offer free public Wi-Fi, the DDA decided not to pursue this endeavor.

In response to the DDA Board's recent request to explore public Wi-Fi in Downtown Plymouth as part of the DDA's Five-Year Action Plan, DDA staff requested assistance from City of Plymouth IT Director Tom Alexandris to work toward a recommendation. DDA staff met with Tom in late summer of 2025 to begin compiling information relating to the issue.

WZC Networking is a contractor who Tom worked with recently to install a new camera system in the downtown area. WZC Networking also recently installed a public Wi-Fi network in the downtown area of Port Huron, Michigan. The case study for this project is attached.

DDA staff's primary concern about a potential free public Wi-Fi system is cost. Tom indicated that this project would ultimately need two separate bid specifications to proceed. Here is the full explanation of how a project like this would need to proceed including cost estimates from IT Director Tom Alexandris:

*This is a project that would have to be put into two separate bids. The first would be a design bid. This would cover the specific locations, coverage areas, and recommended implementation. Based on other projects in the City and researching other communities, this would be anywhere from \$5,000 - \$15,000. The wide range is due to deliverables of the bid and how detailed the responses would need to be for the DDA's consideration.*

*The second bid would be to take the specifications from the first bid to request pricing for hardware/software, implementation, and service/support. These costs are a bit harder to estimate due to the number of different vendor offerings and their individual specifications. Estimating roughly \$75,000 for the hardware portion is a starting point. In terms of implementation, budgeting roughly \$25,000 is a solid number. Lastly, the ongoing service/support is a bit more challenging. However, on a yearly basis planning another \$20,000 to \$25,000 would be appropriate.*

*Another item for consideration is internet service. Depending on the vendor/product offering, this could be anywhere from \$1,000 to \$3,000 per month.*

*A timeline for this project would be easily at least 12 months but that is optimistic and subject to several factors.*

#### **Estimate Summary**

|                                    |                                                  |
|------------------------------------|--------------------------------------------------|
| <b>Potential Bid 1</b>             |                                                  |
| Evaluation, design, recommendation | \$5,000 - \$15,000                               |
| <b>Potential Bid 2</b>             |                                                  |
| Hardware                           | \$75,000+                                        |
| Implementation                     | \$25,000                                         |
| Maintenance/Support                | \$20,000 - \$25,000/yr                           |
| Internet Service                   | \$1,000 - \$3,000/month (\$12,000 - \$36,000/yr) |

Though there are Michigan communities that offer free public Wi-Fi (Adiran, Ann Arbor, Auburn Hills, Kentwood, Northville, Port Huron, some Detroit parks), DDA staff is concerned with the significant costs of installing and maintaining a downtown-wide Wi-Fi system. The initial evaluation and design recommendation would cost \$5,000 - \$15,000. A downtown-wide Wi-Fi system would cost approximately \$100,000 for hardware and initial installation. Annual maintenance, support and internet service would cost another \$32,000-\$61,000 annually.

DDA staff is also concerned with the minimal benefit of this potential project. As of November of 2025, many downtown businesses and buildings offer free public Wi-Fi, including the Plymouth District Library, Paul J. Sincok City Hall, Starbucks, Plymouth Coffee Bean Co., Bakehouse 46. In addition, many ISP and cellular phone carriers have improved their networks. Mobile hotspot technology has advanced to the point where demand for public Wi-Fi demand is not what it once was.



## RECOMMENDATION:

If the DDA Board decides to move ahead with this initiative, DDA staff believes this project would need to be paid for using DDA funds. In many cases, grant applications would need to show internet accessibility hardship in the area, which is not the reality for Downtown Plymouth. Given the year-round effort it takes to raise the nearly \$100,000 in sponsorships that make the summer Music in the Air concerts possible, DDA staff does not believe it is realistic or beneficial to allocate year-round efforts to sponsor a public Wi-Fi network in Downtown Plymouth.

Most of the public now have adequate cellular internet service and free Wi-Fi can be accessed at many downtown businesses and buildings free public Wi-Fi. As proceeding with this project would come at a considerable cost that isn't currently budgeted for, DDA staff recommends that the DDA Board *not* move forward with a downtown public Wi-Fi project at this time. Since the DDA Board listed this task on the Strategic Plan, DDA staff is recommending that the DDA Board formally vote *against* moving forward with this project.

# How WZC Networking Brings Smart City Connectivity to Port Huron's Public Wi-Fi Network

The City of Port Huron, in partnership with **WZC Networking**, launched a public Wi-Fi initiative with downtown as the pilot location. Utilizing solar-powered access points and strategic rooftop installations, the project overcame power limitations to extend connectivity to underserved areas. This initiative lays the groundwork for future expansion into public parks and community space, supporting Port Huron's vision of becoming a smart city.

## Summary

For years, Port Huron struggled with limited public internet access, causing residents and visitors to rely on fast-food parking lots for Wi-Fi. To overcome its problem with connectivity, the city collaborated with WZC Networking to implement a citywide public Wi-Fi network. **WZC Networking** deployed outdoor Wi-Fi in high-traffic areas and strategically placed solar-powered access points to overcome the lack of electrical infrastructure and build a scalable and resilient network. The initiative signals the first phase of expanding connectivity into parks and other public spaces and advances Port Huron's smart city vision while promoting digital inclusion.



### Problem

The lack of reliable public Wi-Fi limited residents' access to the internet.



### Solution

Comprehensive testing and public Wi-Fi deployment.

### Result

Improved digital access to support local business growth and smart city readiness.

## Client Background

Port Huron, Michigan, is located at the eastern most tip of the state, 50 miles northeast of Detroit. Since the mid-2000s, millions have been dedicated to enhancing waterfront and inland parks, adding new hiking and biking trails, and introducing unique recreational spaces. At the same time, hundreds of millions in economic development projects have revitalized downtown and beyond, building a connected and welcoming place to live and visit.

## Population

The City of Port Huron has a population of nearly 30,000 and is significantly advancing with major investments in parks, recreation, and economic development.

## Challenge \

Port Huron, known for its rich history, scenic waterfront, and vibrant cultural scene, continues to innovate its infrastructure and public spaces. However, digital connectivity has lagged behind modernization. During the pandemic, families without internet access had to rely on fast-food parking lots for Wi-Fi. To address citywide connectivity issues, Port Huron utilized COVID-era Community Development Block Grant funds from the U.S. Department of Housing and Urban Development. The city issued a Request for Proposal (RFP), evaluated multiple IT vendors, and ultimately selected WZC Networking for its expertise and ability to deliver on the project's goals.

The city lacked accessible public Wi-Fi for residents and visitors.

Limited power supply and insufficient light poles hindered network infrastructure.

Safe public access was a top priority of the city.

## Solution \

Port Huron partnered with WZC to launch the **CPH - Public Wi-Fi network**, a pilot initiative to improve internet access in high-traffic public spaces. Downtown was the natural starting point due to its existing infrastructure and ongoing public space investments.

- WZC Networking deployed a **citywide public Wi-Fi network**, strategically positioning solar-powered access points to extend coverage across downtown and provide reliable connectivity in high-traffic areas.
- Due to inadequate city-owned poles to support the required network infrastructure, WZC Networking proposed **solar-powered Wi-Fi access points** mounted on retail rooftops as an alternative to traditional power sources. To make this possible, the City of Port Huron collaborated with local businesses to secure installation
- The team implemented **enterprise-grade firewalls with custom configurations** adhering to the city's specifications, to safeguard public access and prevent unauthorized intrusions. Additionally, WZC Networking integrated **backhaul radios and backup battery**

## Implementation \

WZC Networking designed and implemented a public Wi-Fi network to achieve superior throughput and reliability despite infrastructure challenges. The project required careful planning, rescoping, and exploring alternative solutions to achieve the best results.

- 1 Resource Optimization.** Adjustment of project scope to maximize the use of available funds while providing half a mile of outdoor Wi-Fi coverage.
- 2 Site Survey.** Assessment of optimal network placement through an AP On-A-Stick Survey to identify optimal locations for Wi-Fi access points.
- 3 Alternative Power Supply.** Proposal and implementation of solar-powered Wi-Fi access points on retail rooftops to address power limitations.
- 4 Enterprise-Grade Wi-Fi Protection.** Installation of custom enterprise-grade firewalls to safeguard public access and block unauthorized intrusions.
- 5 Maintaining Wi-Fi Continuity.** Integration of backhaul radios and backup batteries to maintain stable connections during outages.

## Results \

With outdoor public Wi-Fi now in place downtown, Port Huron has achieved a scalable, resilient foundation for future expansion into parks and other public spaces. This initiative is the first step in a long-term strategy to extend broadband access citywide. Future phases will extend connectivity into public parks, to provide families with access to reliable internet within walking distance of their homes. As additional funding becomes available, the city plans to expand and strengthen its digital infrastructure and foster greater inclusivity and connectivity.

“

The City of Port Huron aims to expand the service further downtown as part of its broader vision for enhanced connectivity. As broadband efforts progress, the city anticipates new opportunities to build on this initiative and extend access to more public spaces

- Jazmyn Thomas  
Deputy Director of Planning & Community Development

”

## **RESOLUTION**

*The following resolution was offered by Director \_\_\_\_\_ and  
seconded by Director \_\_\_\_\_*

- WHEREAS      The City of Plymouth Downtown Development Authority Board of Directors approved a task of 'Evaluate Public Wi-Fi in DTP' on the DDA's Five Year Action Plan approved in 2024, and*
- WHEREAS      After a review that included the City's IT Department, City Administration's cost estimates for a full public Wi-Fi network in Downtown Plymouth would be approximately \$100,000 for hardware and installation, with another \$32,000-\$61,000 annual costs for maintenance, support and internet services, and*
- WHEREAS      DDA staff believes fundraising for such a project would be difficult and would result in a large portion of the funding for a downtown Wi-Fi project coming from the DDA Budget, and*
- WHEREAS      Due to improvements in cellular Internet service and mobile hotspot technology, and many downtown businesses now offering access to free Wi-Fi, DDA staff believes that demand for a downtown-wide Wi-Fi system is low.*

NOW THEREFORE BE IT RESOLVED THAT the City of Plymouth Downtown Development Authority Board of Directors approves not moving forward with a downtown Wi-Fi project at this time.

## ADMINISTRATIVE RECOMMENDATION

To: DDA Board  
From: DDA Staff  
CC: S:\DDA\Shared Files\DDA Board\DDA Agendas\DDA Agendas 2026\November  
Date: 11/10/2025  
Re: 2026 Central Parking Deck Maintenance Project

---

### BACKGROUND:

The Downtown Development Authority is responsible for the annual and long-term maintenance of the Central Parking Deck, including all scheduled and emergency repairs. At the March 10, 2025 DDA Board Meeting, the DDA Board approved a resolution for engineer Jeannette Grzeskowiak from Fishbeck to inspect the deck and to create a report for immediate needed repairs in 2025, and for inspection and creation of a report in preparation for the scheduled 2026 major renovation of the Central Parking Deck.

The 2025 project focused on needed repairs on and under the ramp. That project was completed in October within budget and was a successful project. Now that the 2025 project is complete, focus turns to the scheduled major renovation for 2026. Every three to five years, a major restoration project is usually 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. The last major renovation was completed in 2023.

Fishbeck engineer Jeanette Grzeskowiak has completed her report for the 2026 Central Parking Deck Maintenance Project. That report is attached for your review. The most significant portion of needed work for the 2026 project will be confined to the eastern section of the deck. This includes repairs to tee stems, spandrels, columns and the addressing of other concrete degradation. There are a few maintenance issues on the western side of the deck, including correction of an offset wall panel and addressing some minor cracks near the pedestrian bridge. Other needed maintenance repairs include repairs to handrails and cleaning up failed joint sealant and traffic coating.

DDA staff believes the 2026 project will cause less of inconvenience to visitors than the last two major renovation projects in 2023 and 2018. These last two major renovation projects closed between a third and half of the deck's parking spaces for more than two months. Although there will be some partial closures, we do not anticipate the need for closures to large areas of the deck.

The engineer has created an estimated cost chart as part of the report for the 2026 project. Estimated construction costs are \$230,075 with a 10% contingency. Material testing for the project is estimated at \$1,200, and the engineering for the project that includes project design, construction documents, bidding and construction administration is \$41,500. This would bring total estimated costs for the maintenance project to \$295,775. The construction costs are just an estimate, as actual costs will be determined through the bidding process.

DDA and City administration have budgeted \$300,000 for deck repairs during the 2025-26 fiscal year. If repair costs do ultimately exceed what was originally budgeted for during this fiscal year, there are funds in the DDA fund balance to cover any potential overages.

Assuming the DDA Board approves the engineering costs at this November DDA meeting, the estimated project schedule would be as follows:

- November 2025 – Engineering approval
- December 2025 – Project design and preparation of construction and bidding documents
- January 2026 – Project goes out to bid/pre-bid meeting
- February/March 2026 – Bids received/bid award
- Late March-June 2026 – Project Construction

The project will not proceed without engineering approval and a bid award approved by this board. Assuming these approvals are made by the DDA Board, DDA staff and Fishbeck will make every effort to begin the project as soon as the weather allows in early spring. The plan is to have the project completed before our major event season begins in late May/early June. Weather, material supply and other factors will impact schedule. DDA staff plans to update the Board regularly on progress and will have regular updates on our website and social media.

#### **RECOMMENDATION:**

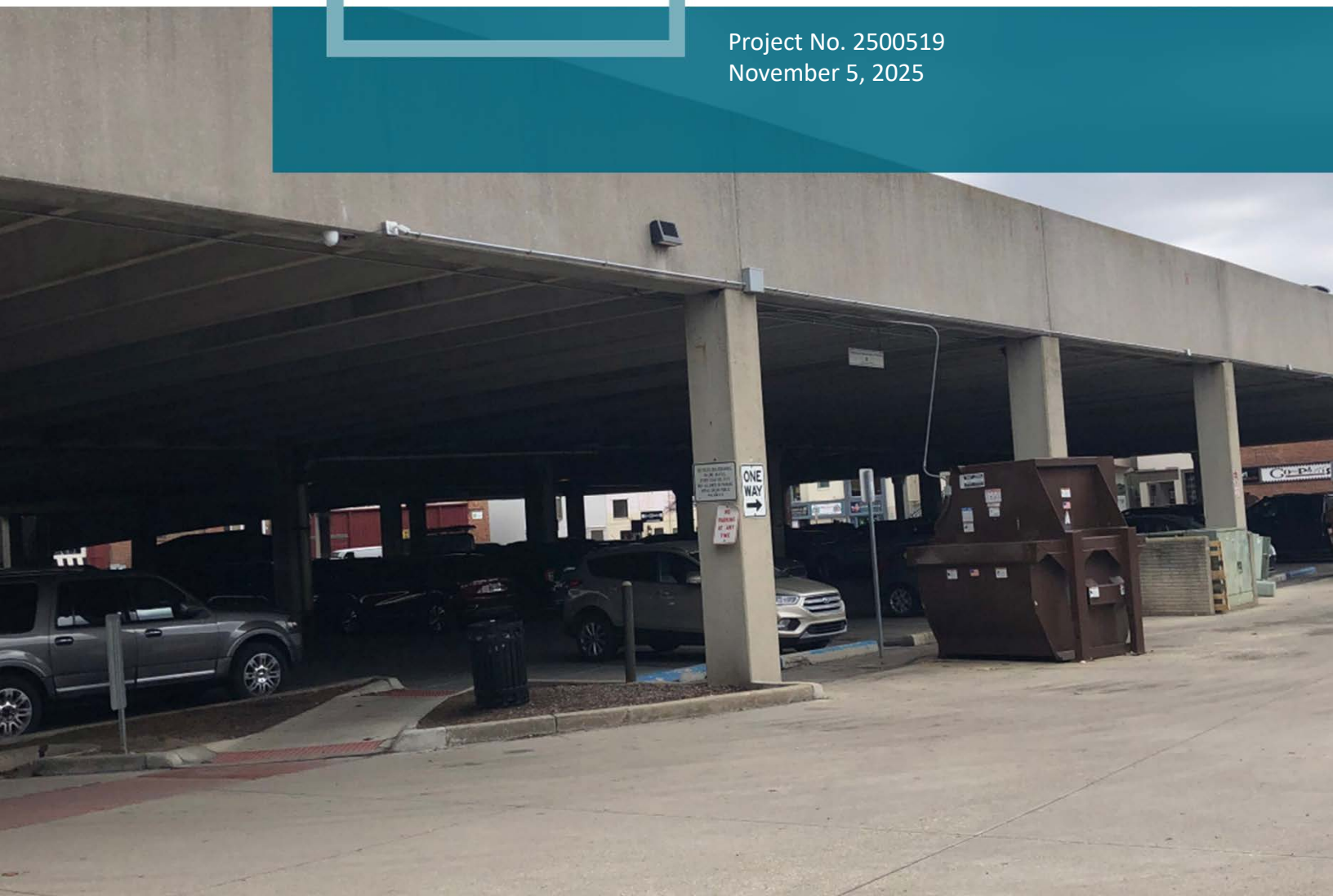
DDA staff is recommending approving a \$41,500 contract with Fishbeck of Kalamazoo, Michigan for project design, creation of construction documents, management of the bidding process, and construction administration for the 2026 Central Parking Deck Maintenance project.

DDA staff has had a good working relationship with the team at Fishbeck including Jeanette Grzeskowiak over the past several projects on the Central Parking Deck.



# Plymouth DDA 2026 Central Parking Structure Restoration Report

Project No. 2500519  
November 5, 2025





# **Plymouth DDA 2026 Central Parking Structure Restoration Report**

**Prepared For:  
Plymouth Downtown Development Authority  
Plymouth, Michigan**

**November 5, 2025  
Project No. 2500519**

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    Introduction and Objectives.....1

    Overview .....1

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- Appendix 1 – Recommended Repair and Construction Budget
- Appendix 2 – Supplemental Photo Log

## Summary

### Introduction and Objectives

The Central Parking Structure, located at 333 South Harvey Street in Plymouth, was built in 1983. The single level precast concrete structure provides approximately 48,000 square feet of parking spaces with two stair towers and a pedestrian bridge with direct access to Main Street from the supported level.

Fishbeck performed an engineering condition assessment of the parking structure during field investigations in April and November of 2025. We performed a visual review of structural concrete elements to identify areas of deterioration in order to estimate the quantity of repairs required. In addition, a comprehensive visual review of the structure was performed to assess the general condition of other components and systems.

The objective of this report is to summarize our findings, analysis, and recommendations based on our research and field investigation. We have developed repair and protection recommendations, including probable construction costs for a 2026 restoration project.

### Overview

The parking structure is in fair condition. The concrete precast elements have cracking, popouts, degradation, and staining, some of which have been caused by water infiltration in addition to the overall age of the structure. Some joint sealants are splitting, pulling from substrate material, and failing, as they are aged, weathered, and degraded.

This overview identifies only the most significant findings. Refer to the supplemental photolog within Appendix 2 to view condition photos.

### Precast Concrete

The precast tees are in good to fair condition with some cracking noted on the tee stems and flanges throughout the structure.

There is evidence of leaking through the tee-to-tee joints and at the tee to other precast element joints. Addressing the cause of the moisture infiltration is critical to the protection of the tee flanges, stems and bearing areas.

Cracking was observed on some precast concrete columns, beams and spandrels. The immediate consequence of the cracking is aesthetic, while the more significant concern is the potential for continued deterioration of concrete and reinforcing steel. Repair of the cracked concrete will enhance protection of embedded reinforcement.

We performed non-destructive testing,(chain drag) of the supported floors with a visual review of the slab-on-grade to identify areas of deterioration. Floor slab concrete deterioration should be repaired to help maintain the structural integrity of the parking structure and eliminate trip hazards.

The column at the southeast corner of the structure has had multiple impacts/scrapes from vehicles. We recommend extra protection of this column.

**Recommendations**

- Repair deteriorated concrete tee flanges and stems at the southwest turning bay of the structure, as well as the flanges and beam at the eastern most intersection of the ramp/elevated level of the structure.
- Repair cracks on the spandrel panel at the east end of the structure near the pedestrian bridge.
- Repair cracks on the spandrel panels along the pedestrian bridge.
- Repair concrete delaminations and degradation of precast concrete elements at select locations within the structure.
- Protection of the column at the southeastern corner of the structure.

**Waterproofing**

There are joint sealants installed between precast elements and interfaces throughout the structure. Some of the existing joint sealant material is splitting, pulling from substrates, and degrading. Joint sealant typically has a seven-to-ten-year useful lifespan. The joint sealant material applied within this structure has been replaced as required and some joints require new application of joint sealant.

Traffic coating has been applied to areas of the supported slabs. The traffic coating has worn and damaged areas. We recommend select areas are recoated to protect areas below the supported level.

**Recommendations**

- Remove and replace joint sealant as required throughout the structure.
- Recoat selective areas of existing coating with new traffic coating.

**Steel Elements**

Water and chloride infiltration is the main contributor leading to deteriorated structural and nonstructural steel elements. We observed deteriorated and/or rusting steel connections, stair elements, and corroded tube railing.

Precast panel to cast-in-place concrete steel connections are exhibiting light surface rust.

The eastern stair has elements with light surface rust.

Pedestrian bridge handrails are exhibiting rusting and section loss.

**Recommendations**

- Clean and recoat all steel connections within the next two years.
- Clean and apply a cold galvanizing compound to pedestrian stair elements exhibiting light surface rust.
- Repaint all the pedestrian bridge handrails. One area will require a hole repair.

**Concrete Masonry Walls**

Below the vehicular ramp, there are concrete masonry units acting as infill walls. These units and joints are not exhibiting efflorescence, and the mortar joints are not cracked. These infill walls are in good overall condition.

**Recommendations**

- Continue yearly inspections and perform repairs if required.

## Stairs

There are two stairs available for use within the parking structure, of which we reviewed the easternmost stairs. There are weld areas and part of connections of the steel stairs showing light surface rust.

### ***Recommendations***

- Clean and recoat rusting steel elements.

## Pedestrian Bridge

The concrete pedestrian bridge has some spandrel panels cracking.

As mentioned previously, the handrail system on the pedestrian bridge is rusting and has one area requiring repair.

There is a crack between the pedestrian bridge and the structure.

Repair of a broken drainage line of the western most drain along the bridge was completed last year and the drain is working effectively. The remaining easternmost drains are slower to drain, and we recommend performing an investigation as to the cause of this issue within the next two years.

### ***Recommendations***

- Clean, recoat, and repair rusting steel handrail elements.
- Repair of crack within the concrete elements between the bridge and parking structure.
- Repair cracked spandrel panels along the bridge.
- Plan investigation of drainage conditions for the two eastern most drains along the bridge within the next two years.

## Exterior Façade and General Maintenance

The exterior precast concrete spandrel panels are in good condition with minor repairs noted. Some panels have had damage due to vehicular impact. The impacts have not caused structural damage. We recommend performing concrete repairs to protect the embedded steel reinforcement. Panels with faces that are not flush or plumb are recommended to have additional steel connections installed.

A spandrel panel on the east end of the structure has cracking along the bottom edge.

Spandrels along the pedestrian bridge are cracked and require repair.

A ramp spandrel panel showed cracking at one corner.

Drainage lines should be cleaned/flushed out yearly to assist with proper water drainage within the structure.

The slab-on-grade is exhibiting signs of degradation. We recommend removing and replacing the asphalt surface within the next two years.

### ***Recommendations***

- Repair concrete damaged due to vehicular impact.
- Repair cracks as noted in previous section of this report.
- Install additional steel connections at non-flush panels.
- Repair panels with cracked corners.
- Clean drainage lines.
- Plan to remove and replace the slab-on-grade asphalt surface within the next two to three years.

## Estimated Costs

The structure is in fair condition and was overall clean throughout. Some materials within the structure require repair, restoration and/or replacement.

### Priority Budget Range Cost Estimate

We have prepared an opinion of probable budget range for the recommended repairs. See Appendix 1 – Recommended Repairs & Construction Budget attached.

Our initial recommendations and construction budget include:

1. Engineering services, including construction documents, bidding, and construction administration.
2. Concrete repairs.
3. Installation of joint sealant and traffic coating.
4. Installation of steel connections.
5. Maintenance of stairs.
6. Cleaning, coating, and repair of handrails along the pedestrian bridge.
7. Protection of the southeastern column of the structure.
8. Cleaning the drainage lines (general maintenance).
9. Owner contingency.

## Limitations

Restoration and protection of the parking structure can be performed, and the rate of further deterioration reduced. However, we cannot guarantee that further deterioration will not take place with continued service-related exposure.

Effective ongoing maintenance can significantly reduce long-term maintenance costs. Monitoring of the parking structure can assist in scheduling future maintenance.

Specific repair procedures are not part of the evaluation. Construction Documents are required to address all aspects of materials selection and methods for repair of the parking structure. Repair cost projections are based on deterioration quantities identified during our review. Quantities and costs are not intended to define a guaranteed maximum cost, and variation in final quantities should be anticipated.

The evaluation and restoration of existing structures require that certain assumptions be made regarding existing conditions. Since some of these assumptions may not be confirmed without expending additional sums of money and/or destroying otherwise adequate or serviceable portions of the facility, Fishbeck cannot be held responsible for latent deficiencies which may exist in the structure, but which have not been discovered within the scope of this evaluation.

Fishbeck did not review the structure for conformance with the Americans with Disabilities Act (ADA).

# Appendix

Recommended Repairs and Construction Budget

# 1

# Plymouth Central Parking Structure

## *Estimated Engineering & Construction Costs*

October 5, 2025

| Work Item                                                              | Work Item Description                                          | Estimated Cost |
|------------------------------------------------------------------------|----------------------------------------------------------------|----------------|
| <b>Division 0 &amp; 1 - General Conditions</b>                         |                                                                |                |
| 1.1                                                                    | Contractor Mobilization (4%)                                   | \$ 8,300       |
| 1.2                                                                    | Contractor General Requirements (8%)                           | \$ 16,500      |
| <b>Division 3 - Concrete</b>                                           |                                                                |                |
| 3.1                                                                    | Concrete Topping Repair                                        | \$ 7,900       |
| 3.2                                                                    | Full Depth Slab Repair                                         | \$ 5,400       |
| 3.3                                                                    | Tee Flange (Ceiling) Repair                                    | \$ 28,250      |
| 3.4                                                                    | Tee Stem Repair                                                | \$ 84,000      |
| 3.5                                                                    | Beam Repair                                                    | \$ 12,650      |
| 3.6                                                                    | Column / Haunch Repair                                         | \$ 8,500       |
| 3.8                                                                    | Wall/Spandrel Repair                                           | \$ 22,275      |
| <b>Division 5 - Metals</b>                                             |                                                                |                |
| 5.1                                                                    | Spandrel Connections                                           | \$ 2,200       |
| <b>Division 7 - Waterproofing</b>                                      |                                                                |                |
| 7.1                                                                    | Rout & Seal Concrete Cracks                                    | \$ 500         |
| 7.2A                                                                   | Remove & Replace Control Joint Sealant                         | \$ 8,200       |
| 7.2B                                                                   | Remove & Replace Control Joint Sealant at Ramp                 | \$ 600         |
| 7.3                                                                    | Remove & Replace Cove Joint Sealant                            | \$ 1,900       |
| 7.4A                                                                   | Install Deck Coating (Full System) at Concrete Repairs         | \$ 2,900       |
| 7.4B                                                                   | Install Deck Coating (Full System)                             | \$ 5,000       |
| 7.5                                                                    | Install Strip Deck Coating (Full System) at Joints             | \$ 6,300       |
| <b>Division 9 - Finishes</b>                                           |                                                                |                |
| 9.1                                                                    | Clean, Paint & Repair Steel Stair Elements & Pedestrian Bridge | \$ 3,600       |
| <b>Division 22 - Plumbing</b>                                          |                                                                |                |
| 22.1                                                                   | Install Drain Piping                                           | \$ 1,600       |
| <b>Division 32 - Exterior Improvements</b>                             |                                                                |                |
| 32.1                                                                   | Column Protection                                              | \$ 1,200       |
| 32.2                                                                   | Clean Drainage Lines                                           | \$ 1,000       |
| 32.3                                                                   | Paint Pavement Marking at Repairs                              | \$ 1,300       |
| <b>Total Estimated Construction Cost \$ 230,075</b>                    |                                                                |                |
| Construction Contingency (10%)                                         |                                                                | \$ 23,000      |
| Construction Doc, Bidding, & Construction Admin (Engineering Services) |                                                                | \$ 41,500      |
| Material Testing (Estimate)                                            |                                                                | \$ 1,200       |
| <b>Probable Construction Cost Budget \$ 295,775</b>                    |                                                                |                |

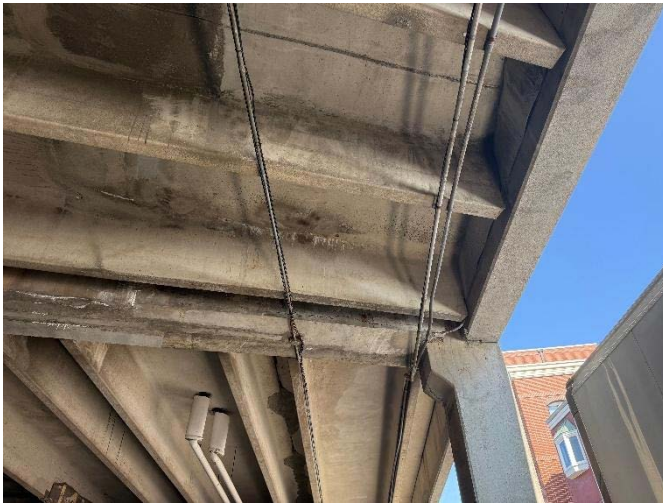
\*Unit Key Code: L.S. - Lump Sum, S.F. - Square Foot, L.F. - Lineal Foot, EA. - Each



# Appendix

Supplemental Photo Log

2



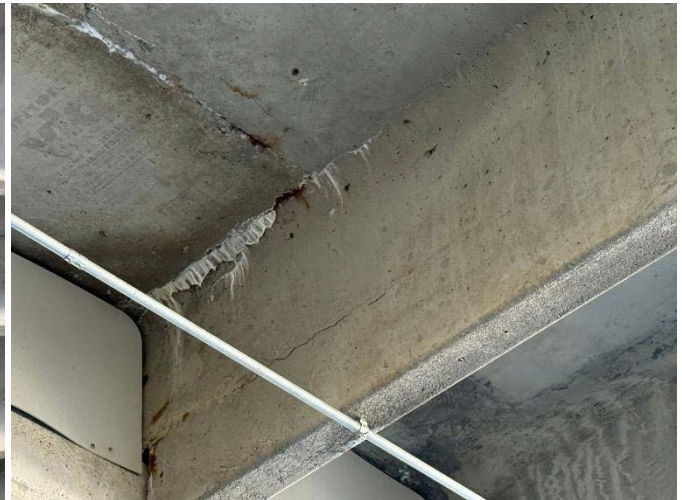
Beam and Tees at Eastern End of Ramp



Spandrel Crack at East End of Structure



Degradation of Tee Flanges



Cracking of Tee Stem



Concrete Degradation



Concrete Cracking at Column



Southeastern Column with Vehicular Damage



Debris in Drain

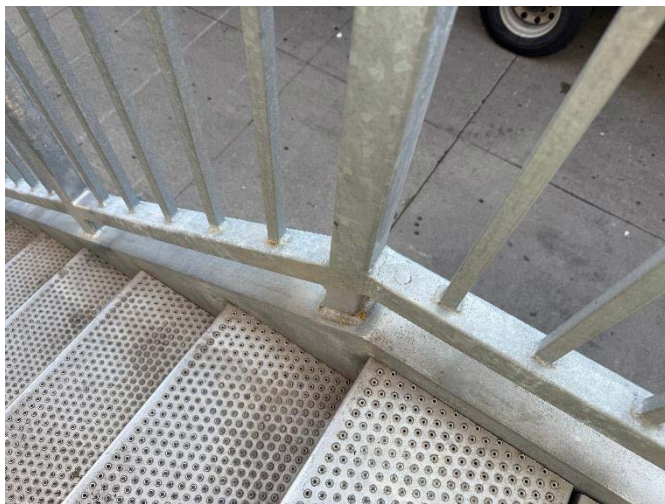




Failed Joint Sealant



Area of Deteriorated Traffic Coating and Concrete



Light Surface Rust of Stair Elements



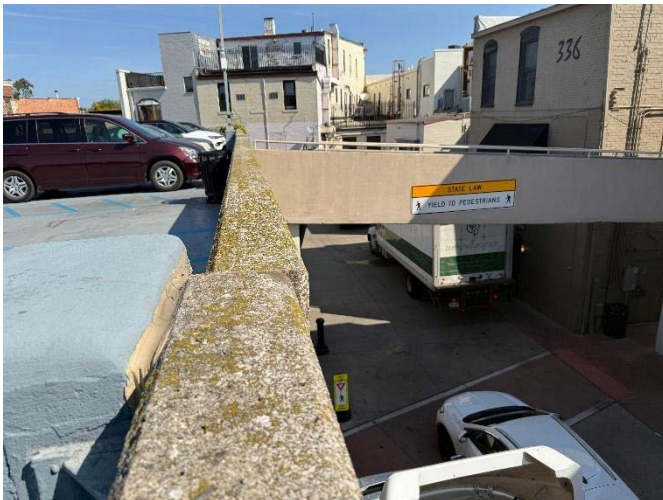
Hole in Handrail



Cracks in Pedestrian Bridge Spandrel Panel



Cracks in Pedestrian Bridge Spandrel Panel



Offset Panel at East End of Structure



Crack Between Pedestrian Bridge and Structure



# PARKING IS THE FIRST AND LAST EXPERIENCE AT YOUR FACILITY



## PARKING PLANNING

- Parking Studies
- Supply + Demand Analysis
- Mobility Planning
- Curbside Management
- Multimodal Options
- Operational Assessment
- Technology Applications
- Revenue + Rate Analysis
- Mixed-Use Integration
- Solar Integration
- Maintenance Planning
- Parking Guidance Systems

## PARKING DESIGN + ENGINEERING

- Feasibility + Site Analysis
- Functional Design + Wayfinding
- Signage
- Construction Cost Estimating
- Structural Design
- Below-Grade Structures + Plazas
- Adaptive Reuse Planning + Design
- Durability Modeling + Design
- Waterproofing
- Lighting + Drainage
- Parking Access + Revenue Control
- Electric Vehicle Charging Stations

## RESTORATION ENGINEERING

- Capital Improvement Plan
- Life-cycle Cost Analysis
- Maintenance Manual
- Due Diligence Review
- Condition Assessment
- Forensic Investigation
- Structural Analysis
- Access/ADA Compliance
- Repair + Strengthening
- Leak Mitigation
- Corrosion Protection
- Fall Protection/Prevention

| Work Item                                            | Work Item Description                                     | TOTAL COST   | 2026       | 2027 | 2028 | 2029       | 2030 | 2031 | 2032       | 2033 | 2034 | 2035       | 2036 | 2037 | 2038       | 2039 | 2040 | 2041       | 2042 | 2043 | 2044       | 2045 | 2046 |
|------------------------------------------------------|-----------------------------------------------------------|--------------|------------|------|------|------------|------|------|------------|------|------|------------|------|------|------------|------|------|------------|------|------|------------|------|------|
| CONCRETE REPAIRS                                     |                                                           |              |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |
| C1                                                   | Concrete Topping Repair                                   | \$ 77,000    | \$ 8,000   |      |      | \$ 10,000  |      |      | \$ 12,500  |      |      | \$ 15,500  |      |      | \$ 19,500  |      |      | \$ 24,500  |      |      | \$ 30,500  |      |      |
| C2                                                   | Full Depth Repair                                         | \$ 58,550    | \$ 6,000   |      |      | \$ 7,500   |      |      | \$ 9,800   |      |      | \$ 12,000  |      |      | \$ 15,000  |      |      | \$ 18,800  |      |      | \$ 23,300  |      |      |
| C3                                                   | Tee Flange Repair                                         | \$ 62,000    | \$ 6,000   |      |      | \$ 8,000   |      |      | \$ 10,000  |      |      | \$ 13,000  |      |      | \$ 16,000  |      |      | \$ 20,000  |      |      | \$ 25,000  |      |      |
| C4                                                   | Tee Stem Repair                                           | \$ 328,500   | \$ 34,500  |      |      | \$ 43,500  |      |      | \$ 54,000  |      |      | \$ 67,500  |      |      | \$ 84,000  |      |      | \$ 105,000 |      |      | \$ 132,000 |      |      |
| C5                                                   | Wall Repair                                               | \$ 138,000   | \$ 14,000  |      |      | \$ 18,000  |      |      | \$ 23,000  |      |      | \$ 29,000  |      |      | \$ 36,000  |      |      | \$ 45,000  |      |      | \$ 56,000  |      |      |
| C6                                                   | Column Repair                                             | \$ 235,600   | \$ 24,700  |      |      | \$ 30,600  |      |      | \$ 38,300  |      |      | \$ 47,600  |      |      | \$ 59,500  |      |      | \$ 74,800  |      |      | \$ 93,500  |      |      |
| C7                                                   | Column Haunch Repair                                      | \$ 62,000    | \$ 6,000   |      |      | \$ 8,000   |      |      | \$ 10,000  |      |      | \$ 13,000  |      |      | \$ 16,000  |      |      | \$ 20,000  |      |      | \$ 25,000  |      |      |
| C8                                                   | Beam Repair                                               | \$ 123,000   | \$ 13,000  |      |      | \$ 16,000  |      |      | \$ 20,000  |      |      | \$ 25,000  |      |      | \$ 31,000  |      |      | \$ 39,000  |      |      | \$ 49,000  |      |      |
| C9                                                   | Curb Repair                                               | \$ 38,000    | \$ 4,000   |      |      | \$ 5,000   |      |      | \$ 6,000   |      |      | \$ 8,000   |      |      | \$ 10,000  |      |      | \$ 13,000  |      |      | \$ 16,000  |      |      |
| C10                                                  | Asphalt Repair                                            | \$ 63,000    | \$ 30,000  |      |      |            |      |      | \$ 5,000   |      |      | \$ 5,000   |      |      | \$ 5,000   |      |      | \$ 5,000   |      |      | \$ 5,000   |      |      |
| C11                                                  | Tee-to-Tee Connector Repair                               | \$ 17,500    | \$ 2,500   |      |      | \$ 2,500   |      |      | \$ 2,500   |      |      | \$ 2,500   |      |      | \$ 2,500   |      |      | \$ 2,500   |      |      | \$ 2,500   |      |      |
| C12                                                  | Grout Pocket Repair                                       | \$ 3,200     | \$ 400     |      |      | \$ 400     |      |      | \$ 400     |      |      | \$ 400     |      |      | \$ 400     |      |      | \$ 400     |      |      | \$ 400     |      |      |
| C13                                                  | Install Galvanic Anodes at Concrete Repairs               | \$ 30,000    |            |      |      | \$ 5,000   |      |      | \$ 5,000   |      |      | \$ 5,000   |      |      | \$ 5,000   |      |      | \$ 5,000   |      |      | \$ 5,000   |      |      |
| C14                                                  | Remove & Re-install Bird Barriers                         | \$ 30,000    |            |      |      | \$ 5,000   |      |      | \$ 5,000   |      |      | \$ 5,000   |      |      | \$ 5,000   |      |      | \$ 5,000   |      |      | \$ 5,000   |      |      |
| WATERPROOFING REPAIRS*                               |                                                           |              |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |
| W1                                                   | Rout and Seal Cracks                                      | \$ 8,400     | \$ 1,200   |      |      | \$ 1,200   |      |      | \$ 1,200   |      |      | \$ 1,200   |      |      | \$ 1,200   |      |      | \$ 1,200   |      |      | \$ 1,200   |      |      |
| W2                                                   | Seal Asphalt Cracks                                       | \$ 7,200     |            |      |      | \$ 900     |      |      | \$ 900     |      |      | \$ 900     |      |      | \$ 900     |      |      | \$ 900     |      |      | \$ 900     |      |      |
| W3                                                   | Remove & Replace Joint Sealant                            | \$ 100,800   | \$ 6,000   |      |      | \$ 37,800  |      |      |            |      |      | \$ 6,000   |      |      | \$ 37,800  |      |      | \$ 6,000   |      |      | \$ 6,000   |      |      |
| W4                                                   | Remove & Replace Cove Sealant - Silicone                  | \$ 6,300     |            |      |      | \$ 1,000   |      |      |            |      |      | \$ 1,700   |      |      | \$ 1,000   |      |      | \$ 1,700   |      |      | \$ 1,700   |      |      |
| W5                                                   | Remove & Replace Cove Sealant - Urethane                  | \$ 21,480    | \$ 900     |      |      | \$ 9,000   |      |      |            |      |      | \$ 900     |      |      | \$ 9,000   |      |      | \$ 900     |      |      | \$ 900     |      |      |
| W6                                                   | Repair Expansion Joint Nosing                             | \$ 1,500     |            |      |      |            |      |      | \$ 300     |      |      | \$ 300     |      |      |            |      |      | \$ 300     |      |      | \$ 300     |      |      |
| W7                                                   | Remove & Replace Precompressed Foam Expansion Joint       | \$ 4,200     |            |      |      | \$ 1,600   |      |      |            |      |      |            |      |      | \$ 1,600   |      |      |            |      |      |            |      |      |
| W7a                                                  | Remove & Replace Winged Expansion Joint                   | \$ 36,000    |            |      |      | \$ 18,000  |      |      |            |      |      |            |      |      | \$ 18,000  |      |      |            |      |      |            |      |      |
| W8                                                   | Deck Coating Base Coat at Concrete Repairs and Worn Areas | \$ 22,500    |            |      |      | \$ 7,500   |      |      |            |      |      | \$ 7,500   |      |      |            |      |      | \$ 7,500   |      |      |            |      |      |
| W8a                                                  | Deck Coating Repair (Full System)                         | \$ 9,875     | \$ 2,500   |      |      |            |      |      | \$ 2,500   |      |      |            |      |      | \$ 2,500   |      |      |            |      |      | \$ 2,500   |      |      |
| W9                                                   | Deck Coating Recoat                                       | \$ 602,350   | \$ 24,500  |      |      | \$ 168,000 |      |      | \$ 24,500  |      |      | \$ 168,000 |      |      | \$ 24,500  |      |      | \$ 168,000 |      |      | \$ 24,500  |      |      |
| W9                                                   | Install Elastomeric Coating at Interior Wall/Column       | \$ 106,600   |            |      |      |            |      |      |            |      |      | \$ 96,000  |      |      |            |      |      |            |      |      |            |      |      |
| STAIRS                                               |                                                           |              |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |
| S1                                                   | Clean and Paint Steel Stairs - East Stair                 | \$ 10,000    | \$ 1,500   |      |      | \$ 1,500   |      |      | \$ 1,500   |      |      | \$ 1,500   |      |      | \$ 1,500   |      |      | \$ 1,500   |      |      | \$ 1,500   |      |      |
| S2                                                   | Miscellaneous Steel Repairs                               | \$ 4,500     |            |      |      | \$ 1,500   |      |      |            |      |      | \$ 1,500   |      |      |            |      |      | \$ 1,500   |      |      |            |      |      |
| ELECTRICAL                                           |                                                           |              |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |
| E1                                                   | Replace Light Lens                                        | \$ 250       |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |
| E2                                                   | Miscellaneous Electrical Repairs                          | \$ 10,000    |            |      |      | \$ 2,000   |      |      | \$ 2,000   |      |      | \$ 2,000   |      |      | \$ 2,000   |      |      | \$ 2,000   |      |      | \$ 2,000   |      |      |
| MECHANICAL                                           |                                                           |              |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |
| M1                                                   | Unplug Drain                                              | \$ 3,500     | \$ 700     |      |      | \$ 700     |      |      | \$ 700     |      |      | \$ 700     |      |      | \$ 700     |      |      | \$ 700     |      |      | \$ 700     |      |      |
| M2                                                   | Miscellaneous Mechanical Repairs                          | \$ 16,000    |            |      |      | \$ 2,000   |      |      | \$ 2,000   |      |      | \$ 2,000   |      |      | \$ 2,000   |      |      | \$ 2,000   |      |      | \$ 2,000   |      |      |
| MISCELLANEOUS                                        |                                                           |              |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |
| M11                                                  | Clean and Paint Shear Transfer Angles                     | \$ 22,800    |            |      |      | \$ 7,600   |      |      |            |      |      | \$ 7,600   |      |      |            |      |      | \$ 7,600   |      |      |            |      |      |
| M12                                                  | Clean and Paint Miscellaneous Precast Connections         | \$ 7,800     | \$ 1,300   |      |      | \$ 1,300   |      |      | \$ 1,300   |      |      | \$ 1,300   |      |      | \$ 1,300   |      |      | \$ 1,300   |      |      | \$ 1,300   |      |      |
| M13                                                  | Replace Broken Wheelstops                                 | \$ 9,300     | \$ 1,300   |      |      | \$ 1,300   |      |      | \$ 1,300   |      |      | \$ 1,300   |      |      | \$ 1,300   |      |      | \$ 1,300   |      |      | \$ 1,300   |      |      |
| M14                                                  | Pavement Markings                                         | \$ 21,000    | \$ 3,000   |      |      | \$ 3,000   |      |      | \$ 3,000   |      |      | \$ 3,000   |      |      | \$ 3,000   |      |      | \$ 3,000   |      |      | \$ 3,000   |      |      |
| M15                                                  | Clean & Paint Steel Railing at Ped Bridge                 | \$ 7,000     | \$ 1,000   |      |      | \$ 1,000   |      |      | \$ 1,000   |      |      | \$ 1,000   |      |      | \$ 1,000   |      |      | \$ 1,000   |      |      | \$ 1,000   |      |      |
| M16                                                  | Clean & Paint Underside of Ped. Bridge                    | \$ 9,000     |            |      |      |            |      |      | \$ 3,000   |      |      |            |      |      | \$ 3,000   |      |      |            |      |      | \$ 3,000   |      |      |
| OPTIONAL                                             |                                                           |              |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |
| O1                                                   | Lighting System Upgrade                                   | \$ 96,000    |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |
| O2                                                   | Remove & Replace Asphalt at Level 1                       | \$ 202,500   |            |      |      | \$ 202,500 |      |      |            |      |      |            |      |      |            |      |      |            |      |      |            |      |      |
| CONSTRUCTION COST SUBTOTAL                           |                                                           | \$ 2,613,205 | \$ 193,000 | \$ - | \$ - | \$ 628,900 | \$ - | \$ - | \$ 241,700 | \$ - | \$ - | \$ 552,900 | \$ - | \$ - | \$ 417,200 | \$ - | \$ - | \$ 586,400 | \$ - | \$ - | \$ 522,000 | \$ - | \$ - |
| CONTRACTOR MOBILIZATION AND GENERAL CONDITIONS (15%) |                                                           | \$ 392,600   | \$ 29,000  | \$ - | \$ - | \$ 94,400  | \$ - | \$ - | \$ 36,300  | \$ - | \$ - | \$ 83,000  | \$ - | \$ - | \$ 62,700  | \$ - | \$ - | \$ 88,100  | \$ - | \$ - | \$ 78,300  | \$ - | \$ - |
| TOTAL ESTIMATED CONSTRUCTION COST                    |                                                           | \$ 3,005,805 | \$ 222,000 | \$ - | \$ - | \$ 723,300 | \$ - | \$ - | \$ 278,000 | \$ - | \$ - | \$ 635,900 | \$ - | \$ - | \$ 479,900 | \$ - | \$ - | \$ 674,500 | \$ - | \$ - | \$ 600,300 | \$ - | \$ - |
| CONSTRUCTION CONTINGENCY (10%)                       |                                                           | \$ 300,581   | \$ 22,200  | \$ - | \$ - | \$ 72,400  | \$ - | \$ - | \$ 27,800  | \$ - | \$ - | \$ 63,600  | \$ - | \$ - | \$ 48,000  | \$ - | \$ - | \$ 67,500  | \$ - | \$ - | \$ 60,100  | \$ - | \$ - |
| PROBABLE CONSTRUCTION COST BUDGET                    |                                                           | \$ 3,306,386 | \$ 244,200 | \$ - | \$ - | \$ 795,700 | \$ - | \$ - | \$ 305,800 | \$ - | \$ - | \$ 699,500 | \$ - | \$ - | \$ 527,900 | \$ - | \$ - | \$ 742,000 | \$ - | \$ - | \$ 660,400 | \$ - | \$ - |

NOTES:  
1. Totals in 2025 dollars (no increase for inflation)  
2. Costs do not include soft costs, engineering, or testing

## **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      Every three to five years, significant restoration is needed to maintain a safe Central  
Parking Deck for visitors, employees and business owners, and*

*WHEREAS      The team at Fishbeck are familiar with this parking structure, providing  
engineering analysis reports and construction documents for more than 15  
years, and*

*WHEREAS      The Central Parking Deck is scheduled for a major renovation project in 2026, and  
Fishbeck has identified several items that need to be addressed in 2026.*

NOW THEREFORE BE IT RESOLVED THAT the City of Plymouth Downtown Development Authority Board of Directors does hereby authorize DDA Staff to contract with Fishbeck of Grand Rapids, MI, for design development, creation of construction documents, bidding, and construction administration of the 2026 Central Parking Deck Renovation Project in an amount not to exceed \$41,500 from Acct. No. 494.261.977.813.