



Plymouth Downtown Development Authority

Regular Meeting Minutes

Monday, March 10, 2025- 7:00 p.m.

City of Plymouth
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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, Vice Chair Richard Matsu, Mayor Suzi Deal, Members Ellen Elliott, Jennifer Frey, Dan Johnson, Shannon Perry, and Ed Saenz, Paul Salloum

Excused: Member Brian Harris

Also present: Economic Director John Buzuvis and DDA Director Sam Plymale

2. CITIZENS COMMENTS

There were no citizen comments

3. APPROVAL OF AGENDA

Perry offered a motion, seconded by Saenz, to approve the agenda for Monday, March 10, 2025.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

4. APPROVAL OF MEETING MINUTES

Perry offered a motion, seconded by Saenz, to approve the minutes of the February 10, 2025 regular meeting.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

5. BOARD COMMENTS

There were no board comments.

6. OLD BUSINESS

a. Five-Year Strategic Plan Status Update

Plymale gave updates on the memorial benches, patio season, concert sponsorships, the new bandshell, the artisan market, and the art walk.

7. NEW BUSINESS

a. 2025 and 2026 Central Parking Deck Engineering Review

The following resolution was offered by Elliott and seconded by Perry.

WHEREAS The upkeep of the Central Parking Deck is the responsibility of the Downtown Development Authority, and

WHEREAS An engineering inspection of the Central Parking Deck is needed annually to ensure the safety of employees and visitors to Downtown Plymouth, and
WHEREAS The need for a major renovation project on the Central Parking Deck is anticipated for the 2026 calendar year, and

WHEREAS Fishbeck is familiar with this parking structure, providing engineering analysis reports and construction documents for more than a decade.

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 the 2025 and 2026 engineering inspections for \$13,500. Funds will be drawn from Acct. No. 494.261.977.813.

Fishbeck representative Jeanette Grzeskowiak was on Zoom to answer questions, but none were asked.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

b. Concert Vendor Policy

The following resolution was offered by Elliott and seconded by Saenz.

WHEREAS The Plymouth DDA organizes and operates the annual summertime Friday Night Music in the Air concerts between Memorial Day and Labor Day weekend, and

WHEREAS The Plymouth DDA has allowed vendors to sell refreshments at the Friday concerts for more than two decades to serve the thousands of visitors each week, and

WHEREAS The Plymouth DDA has identified a need to update the current policy to allow for a third for-profit vendor spot that would rotate week-to-week, and

WHEREAS The Plymouth DDA has identified a need to update the current policy's fee structure due to rising costs.

NOW THEREFORE BE IT RESOLVED THAT the City of Plymouth Downtown Development Authority Board of Directors does hereby approve the attached updates to the Music in the Air concert vendor policy and application. The updates will include the opportunity for a third rotating for-profit vendor and increased full-season fees from \$250 to \$500.

Board members discussed the proposed policy, and it was suggested that City of Plymouth businesses take priority if several businesses apply for the same date.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

8. REPORTS AND CORRESPONDENCE

a. LLRC Liquor License Cap Recommendation

Plymale reported that the Liquor License Review Committee voted to lift the liquor license cap throughout the city. He reminded the group that both the DDA board and the LLRC are recommending bodies, and that the final decision would be made by the City Commission.

The following residents spoke in opposition to the cap being lifted:

Tom Doneth, 1442 Sheridan; Dave Ruscinski, 1392 Maple; Scott Lorenz, 1310 Maple; Karen Sisolak, 939 Penniman; Ron Picard, 1373 Sheridan; Pete Mundt, 643 N. Harvey; Jim Mulhern, 396 Arthur.

Members of the board expressed concern that their recommendation for adding one license to the cap might not be taken into consideration. Deal explained that removing the cap would not change the rules businesses would have to follow to open a liquor-serving establishment – they would still have to acquire a license from Wayne County, be approved by the State of Michigan, and receive special land use and site plan approval from the Planning Commission. She invited members of the public to attend City Commission meetings to make their opinions known.

9. ADJOURNMENT

Saenz offered a motion, seconded by Frey, to adjourn the meeting at 8:02 p.m.

There was a voice vote.

MOTION PASSED UNANIMOUSLY