Plymouth Downtown Development Authority
Regular Meeting Minutes
Monday, April 14, 2025- 7:00 p.m.

City of Plymouth
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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, Shannon Perry, Ed Saenz, Paul Salloum, and Brian Harris.

Excused: Member Dan Johnson

Also present: DDA Director Sam Plymale, DDA Assistant Director Reiko Misumi-Schelm, Municipal Services Assistant Director Adam Gerlach, Municipal Services Foreman Nick Johns and Planning & Community Development Director Greta Bolhuis

2. **CITIZENS COMMENTS**

Mary Gladchun, 1000 W Ann Arbor Trail: Thankful for the DDA board's dedication. Outlined thoughts regarding **PUD23-01:** 1100 W. Ann Arbor Trail and related questions.

3. **APPROVAL OF AGENDA**

Elliot offered a motion, seconded by Perry, to approve the agenda for Monday, April 14, 2025.

There was a voice vote.
MOTION PASSED UNANIMOUSLY

4. **APPROVAL OF MEETING MINUTES**

Perry offered a motion, seconded by Harris, to approve the minutes of the Monday, March 10, 2025 regular meeting.

There was a voice vote.
MOTION PASSED UNANIMOUSLY

5. **BOARD COMMENTS**

Elliot praised administration and commission for all the support & commitment to helping business owners during the recent weather & flooding.
Harris detailed thoughts regarding insurance claims and wanting to do fundraising for businesses affected by the recent weather & flooding.
Pollard thrilled to see the community supporting businesses downtown.

6. **OLD BUSINESS**

a. Five-Year Strategic Plan Status Update

Plymale gave updates on the Streetscape design plan, parking deck, valet parking, and concerts.
Pollard added details about an upcoming event.

7. NEW BUSINESS

a. 2025 Fleet Street Trash Contract

Plymale provided details & historical knowledge of the trash haulers. Discussion about details commenced between Plymale and board, specifically about contract terms and cost savings.

Elliot offered a motion, seconded by Perry, to approve the 2025 Fleet Street Trash Contract.

There was a voice vote.
MOTION PASSED UNANIMOUSLY

b. Multi-Purpose Sweeper Cost Share Approval

Plymale provided details about the need & cost of equipment. Discussion about details commenced between Plymale, Municipal Services Team and board, specifically about need for the equipment & accessories, how businesses would benefit, financial costs, and life expectancy.

Elliot offered a motion, seconded by Perry, to approve Multi-Purpose Sweeper Cost Share.

There was a voice vote.
MOTION PASSED UNANIMOUSLY

8. REPORTS AND CORRESPONDENCE

a. City Master Plan Update

Bolhuis provided an update and noted the city commission has approved the plan for distribution as of April 7th, 2025.

9. ADJOURNMENT

Harris offered a motion, seconded by Saenz, to adjourn the meeting at 8:30 p.m.

There was a voice vote.
MOTION PASSED UNANIMOUSLY