

**CITY OF PLYMOUTH
PLYMOUTH REDEVELOPMENT AUTHORITY
THURSDAY SEPTEMBER 28, 2021**

Meeting Minutes

1. **Call to order and roll call:** Chairman Gentine called the meeting to order at 7:30 AM. Members present were Lee Gentine, Donna Hahn, John Nelson, Randy Schwoerer, Ken Pannier, and Ronna O'Toole. City Clerk Anna Voigt, and City Administrator Jordan Skiff were also in attendance.
2. **Approval of Agenda (Items can only be deleted):** Jarvis moved to approve the agenda; Nelson seconded. Motion carried.
3. **Approval of Meeting Minutes from the August 12, 2021 meeting:** Jarvis moved to approve the minutes; Schwoerer seconded. Motion carried.
4. **Discussion and Possible Action of Cheese Counter Status and Direction-** Administrator Skiff updated the committee on Tracy Foss, Cheese Counter Manager, resignation. Skiff stated that there is a person currently at the Cheese Counter willing to take on the day-to-day manger duties while looking for a replacement. Many discussions between the committee members about the future of the Cheese Counter took place. Administrator Skiff stated that staff will continue the process to hire a new Cheese Counter Manager.
5. **Discussion and Recap of Walldogs Event-** Gentine recapped the Walldog Events success. The actual cost of the event was lower than anticipated. Everyone on the committee thanked Gentine and Jarvis for the hard work they put into the event.
6. **Discussion and Recap of Mel Blanke PIDC Update-** Administrator Skiff stated that Mel Blanke would like to retire. Skiff stated that he would like to see the RDA more involved with the PIDC as Mel retires.
7. **Discussion and Façade Grant: Cozy Bar-** Schwoerer stated that the Cozy Bar was still waiting on an estimate for the façade. Schwoerer told the owner to give the application to Skiff once they had the estimate.
8. **Update on Comprehensive Plan and Downtown Design Standards & Guidelines-** Skiff updated the committee on the status of the comp plan and downtown design standards & guidelines. Skiff stated that there were some trends at the comp plan open house. Many people would like to see more affordable homes, transportation and more single-family homes. The downtown design standards & guidelines ad hoc committee continue to meet. There hasn't been a good conclusion on what to make mandatory or a guideline.
9. **Communication – Letters, E-mails, or Reports Related to the Redevelopment Authority (Staff, Chairperson, Members etc.) –** Jarvis informed the committee of the Wisconsin Tomorrow Main Street Bounceback Grant. The Grant is available for businesses moving into vacant properties in Wisconsin's downtowns and Commercial corridors. Jarvis also stated that the Cheese Capital arch already received an award from the Wisconsin Sign Association.

10. Adjournment: Nelson moved to adjourn the meeting; Hahn seconded. All voted aye. Motion carried.