

**CITY OF PLYMOUTH
PLYMOUTH REDEVELOPMENT AUTHORITY
CITY OF PLYMOUTH, WISCONSIN**

Wednesday, September 14, 2022

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, Ronna O'Toole, and Ken Pannier. Tim Blakeslee, City Administrator/Utilities Manager, Tanya Williamson, Mary Hauser, Chamber of Commerce Executive Director, and Jenna Schram, Cheese Counter Manager, were also in attendance.
2. **Approval of Meeting Minutes from the May 19, 2022 meeting:** Schwoerer moved to approve the minutes; Hahn seconded. Motion carried.
3. **Update from Cheese Counter Manager:** Schram talked about financial changes she has made as well as plans to increase foot traffic in the store. She is also working on a new website to improve customer experience.
4. **Discussion and possible action regarding the Façade grant for 125 E Mill St:** Nelson moved to approve the façade grant for \$1,000; O'Toole seconded. Schwoerer abstained. Motion carried.
5. **Update on Downtown Design Standards & Guidelines:** Blakeslee gave an update on the status of the document.
6. **Communication – Letters, E-mails, or Reports Related to the Redevelopment Authority (Staff, Chairperson, Members etc.):**
7. **Adjournment:** Schwoerer moved to adjourn the meeting at 8:35 AM; Nelson seconded. Motion carried.