

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

THURSDAY, MAY 19, 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, Ken Pannier, and Ronna O'Toole. City Clerk Anna Voigt, and Interim City Administrator / Utilities Manager Cathy Austin were also in attendance.
2. **Approval of Agenda (Items can only be deleted):** Hahn moved to approve the agenda; Nelson seconded. Motion carries.
3. **Approval of Meeting Minutes from the January 6, 2022 meeting:** Nelson moved to approve the minutes; Schwoerer seconded. Motion carries.
4. **Update on Cheese Counter Manager:** Gentine introduced the new Cheese Counter manager Jenna Schramm. Jenna started in March and has three objectives she would like to focus on social media, more engagement with the community, and increase lunch sales. Schramm stated that she now has cheese tastings available. She has also been working on updating the pictures on the website along with introducing cheese of the month subscription. Schramm told the committee if they have any question or want to talk with her to stop in at the Cheese Counter.
5. **Update on Downtown Design Standards & Guidelines:** The ad hoc committee had an open house to get community input. The Mayor, and Gentine also met with small groups from downtown business owners to see how they felt about having standards and guidelines. There were no specific objections. Some owners didn't like the idea of having the City tell them what to do with their business. The next step is to present the Downtown Design Standards & Guidelines to the Plan Commission.
6. **Discussion Pertaining to Possible uses for Former K-Mart Building:** Hahn explained she was in Ohio where they had a huge inside farmers market. It reminded her of the former K-Mart building. The committee discussed a few ideas for the former K-Mart building.
7. **Discussion on Application for a Levitt Foundation Grant:** Gentine explained the Levitt Foundation Grant works with communities to bring free, live music to small towns and cities. Austin stated that she quickly glanced at the application and there can't be another Levitt Foundation Grant awarded to a community within 50 miles. Sheboygan currently has a Levitt Foundation Grant at the John Michael Kohler Art Center, less than 50 miles away.
8. **Communication – Letters, E-mails, or Reports Related to the Redevelopment Authority (Staff, Chairperson, Members etc.):** There was no other communications
9. **Adjournment:** Schwoerer made a motion to adjourn the meeting O'Toole seconded. Motion carries.