

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

THURSDAY, MARCH 6, 2025

OFFICIAL MINUTES

1. **Call to order and roll call.** Chairman Gentine called the meeting to order at 8:30 AM. Members present were Lee Gentine, Donna Hahn, John Nelson, Ronna O'Toole and Ken Pannier. Staff present were: Tim Blakeslee, Jack Johnston and Anna Voigt.
2. **Approval of Meeting Minutes from the November 7, 2024 meeting:** Motion was made by Nelson/Hahn to approve the minutes from November 7, 2024. A unanimous aye vote was cast. Motion carried.
3. **Brief RDA Fund Balance Update:** Blakeslee stated there is currently about \$109,000 in RDA Fund Balance.
4. **Discussion regarding Sign & Façade Grant amounts:** Blakeslee explained the Sign and Façade Grant Program is to help business owners offset the cost of exterior signage and façade maintenance/improvements. The amount the RDA contributes to these grants has not increased since program implementation. After discussion Motion was made by Nelson/Hahn to increase the grant amounts for qualified façade improvement 50% of the total cost up to a maximum of \$5,000, if any amount is request above \$5,000 it will require RDA discussion and approval. Qualified signage grants are eligible for 50% of the total cost up to a maximum of \$500. A unanimous aye vote was cast. Motion carried.
5. **Discussion regarding Artwork Installation for Pocket Park:** Johnston explained staff created an RFP for an art piece at the downtown pocket park based off of RDA and public input. Johnston reviewed all 5 submissions with the group. The group came to the consensus staff should reach out to Paul Bobrowitz and David Peterman and ask for some modifications.
6. **Communication – Letters, E-mails, or Reports Related to the Redevelopment Authority (Staff, Chairperson, Members etc.):** Blakeslee shared a few TID updates. Mary Hauser with Chamber shared the annual festivals she is working on for the summer.
7. **Adjournment:** Motion was made by Nelson/Hahn to adjourn. A unanimous aye vote was cast. Motion carried.