



# Boards and Commissions

JANUARY 2024

# City Commission

**History** Established by City Charter, Chapter 5, July 23, 1951

**Duties** All legislative or policy forming powers of the City, shall be vested in, exercised and determined by a Commission consisting of the Mayor and six commissioners of the City. The Commissioner shall be responsible for adopting ordinances, resolutions, the city budget, and determining the tax rate.

**Appointments** Seven members, who are elected at large in nonpartisan elections for overlapping terms, form the City Commission. The Commission elects a Mayor and Mayor ProTem after the general election at the first regular meeting.

**Meetings** The first and third Monday of each month at 7:00 p.m. When a meeting date falls on a holiday, the meeting is held the following evening. Send email to the entire City Commission to [citycommission@plymouthmi.gov](mailto:citycommission@plymouthmi.gov).

## Members

Name	Appointed	Re-Appointed	Term Expires
Suzi Deal, Mayor	November 2015	November 2023	November 6, 2025
Kelly O'Donnell, Mayor Pro-Tem	February 2019	November 2023	November 6, 2027
Linda Filipczak	November 2021	November 2023	November 6, 2027
Jennifer Kehoe	November 2021		November 10, 2025
Alanna Maguire	November 2021		November 10, 2025
Brock Minton	November 2023		November 6, 2027
Nicholas Moroz	November 2017	November 2021	November 10, 2025
Paul Sincock, City Manager	N/A		N/A
Robert Marzano, City Attorney	N/A		N/A

# City Commission Special Assignments

**History** Special assignments appointed by the mayor.

**Duties** To work with special committees, boards or commissions dealing with particular needs.

**Appointments** Minimum of one commissioner appointed by the mayor.

**Meetings** As needed or determined by the committee

Assignment	Responsible For:
<b>Boards &amp; Commissions Appointments Committee</b>	<b>Makes recommendations to Mayor for appointments</b>
Suzi Deal	
Kelly O'Donnell, Liaison	
<b>Cemetery Board</b>	<b>City Commission Liaison/Representative</b>
Jennifer Kehoe, City Commission Liaison	
Brock Minton, City Commission Alt. Liaison	
<b>Chamber of Commerce</b>	<b>City Representative/City Commission Liaison</b>
Suzi Deal, Liaison	
Kelly O'Donnell, Alt. Liaison	
<b>City Manager Performance Review</b>	
Nick Moroz	
Suzi Deal	
Linda Filipczak	
<b>Conference of Western Wayne (CWW)</b>	<b>City Representative/City Commission Liaison</b>
Suzi Deal, Liaison	
Kelly O'Donnell, Alt. Liaison	
<b>Council on Aging &amp; Senior Services</b>	<b>City Representative/City Commission Liaison</b>
Alanna Maguire, Liaison	
Linda Filipczak, Alt. Liaison	
<b>Downtown Development Authority</b>	<b>City Commission Liaison/Representative</b>
Suzi Deal, CEO	
Jennifer Kehoe, City Commission Liaison	
<b>Downtown Property Owners</b>	<b>City Representative/City Commission Liaison</b>
Paul Sincock, Liaison	
<b>Economic Development Corporation (EDC)/ Brownfield Redevelopment Authority (BRA)</b>	<b>City Commission Liaison/Representative</b>
Nick Moroz, City Commission Liaison	
Alanna Maguire, City Commission Alt. Liaison	
John Scanlon, City Liaison	
Paul Sincock, Secretary	
<b>Historic District Commission</b>	<b>City Commission Liaison/Representative</b>
Linda Filipczak, City Commission Liaison	
Brock Minton, City Commission Alt. Liaison	
<b>Liquor License Review Committee (LLRC)</b>	<b>Reviews Liquor License Applications Within City</b>
Kelly O'Donnell	
Alanna Maguire	
Nick Moroz	
<b>Northville-Plymouth Fire Advisory Board (NPFAB)</b>	<b>City Representative Makes Recommendations Related to Budget &amp; Capital Purchases / Commission Liaison</b>
Linda Filipczak, Liaison	
Nick Moroz, Alternate	

Assignment		Responsible For:	
<b>Old Village Association</b>		<b>City Commission Liaison/Representative</b>	
Jennifer Kehoe, Liaison			
Kelly O'Donnell, Alternate			
<b>PARC</b>		<b>City Representative/City Commission Liaison</b>	
Suzi Deal, Liaison			
Open, Alternate			
<b>Planning Commission</b>		<b>City Commission Liaison/Representative</b>	
Brock Minton, City Commission Liaison			
Jennifer Kehoe, City Commission Alt. Liaison			
<b>Plymouth-Canton Community Schools (PCCS)</b>		<b>City Representative/City Commission Liaison</b>	
Suzi Deal, Liaison			
Open, Alternate			
<b>Plymouth District Library</b>		<b>City Representative/City Commission Liaison</b>	
Alanna Maguire, Liaison			
Linda Filipczak, Alternate			
<b>Plymouth Housing Commission</b>		<b>City Representative/City Commission Liaison</b>	
Suzi Deal, Liaison			
Jennifer Kehoe, Alt. Liaison			
<b>35<sup>th</sup> District Court</b>		<b>City Representative/City Commission Liaison</b>	
Suzi Deal, Liaison			
John Scanlon, Alternate			
<b>Zoning Board of Appeals (ZBA)</b>		<b>City Commission Liaison/Representative</b>	
Brock Minton, City Commission Liaison			
Kelly O'Donnell, City Commission Alt. Liaison			

# Board of Review

**History** Established by City Charter, Sections 11.60-11.10

**Duties** To hear appeals of all persons considering themselves aggrieved by assessments, and if it shall appear that any person or property has been wrongfully assessed or omitted from the tax rolls, the Board shall correct the roll in such manner as in its judgement, and will make the valuation thereof relatively just and equal.

**Appointments** The Board of Review shall consist of three members appointed by the mayor, with the approval of the City Commission, for three-year terms.

**Meetings** The first Tuesday following the first Monday in March of each year and continues in session for two consecutive days, or as long as may be necessary for the purpose of considering and correcting the roll. Two additional meetings are held the first Tuesday following the third Monday in July and the first Tuesday following the second Monday in December. Both of these meetings address clerical errors or mutual mistakes of fact regarding assessment records.

## Members

Name	Appointed	Re-Appointed	Term Expires
John Townsend	February 2010	January 2024	December 31, 2026
Steven Repasky	January 2015	November 2021	December 31, 2024
Glenn Yeager	March 2010	December 2022	December 31, 2025
, alternate			December 31, 2026

# Cemetery Board

**History** Established by Ordinance 229, adopted July 15, 1957; City Code Sections 1.131-1.132 of Chapter 3

**Duties** To make recommendations to the City Commission as necessary and expedient for the proper control, maintenance, and improvement of the city cemetery.

**Appointments** Amended December 6, 1993: The Cemetery Board shall consist of six members, one of whom shall be the city manager, ex officio, and five of whom shall be appointed by the mayor, with the approval of the City Commission, for three-year terms.

**Meetings** The annual meeting is on the fourth Monday in May. Additional meetings are held as needed.

## Members

Name	Appointed	Re-Appointed	Term Expires
Don Hess, Chair	December 2005	January 2024	December 31, 2026
Vacancy			December 31, 2026
Patricia Grzywacz	September 2000	December 2019	December 31, 2025
Jillian Marecki	April 2023		December 31, 2024
Kathy Townsend	October 2023		December 31, 2024
Paul Sincok, City Manager, ex officio	N/A		
Jennifer Kehoe, City Commission Liaison			
Brock Minton, City Commission Alt. Liaison			

# Downtown Development Authority

**History** Established by Ordinance No. 83-2, adopted June 20, 1983, in accordance with Act 197 of P.A. of 1975 of the State of Michigan as amended; Plymouth City Code, Chapter 9 - Sec. 1. - 11

**Duties** To define the boundaries of the Downtown District constituting the Downtown Development Authority and to provide for all other matters necessary and related thereto.

**Appointments** The board shall consist of the mayor and 12 members appointed by the mayor, with the approval of the City Commission, for four-year terms. Not less than a majority of the members shall be persons having an interest in property located in the downtown district.

**Meets** Second Monday of each month at 7:00 p.m.

## Members

Name	Appointed	Re-Appointed	Term Expires
Suzi Deal, CEO	November 2023		November 10, 2025
Kerri Pollard (B), Chair	November 2013	November 2021	December 31, 2025
Ellen Elliott (B)	August 2018	January 2019	December 31, 2026
Brian Harris (B)	January 2022		December 31, 2025
Jennifer Frey (R)	January 2024		December 31, 2027
Dan Johnson (B)	March 2011	December 2020	December 31, 2024
Richard Matsu (R)	December 2020		December 31, 2024
Shannon Perry (R)	September 2021		December 31, 2024
Paul Salloum (B)	July 2023		December 31, 2025
Ed Saenz (R)	January 2024		December 31, 2027
Vacancy			December 31, 2027
Vacancy			December 31, 2026
Vacancy			December 31, 2026
Suzi Deal, City Commission Liaison			
Jennifer Kehoe, Alternate			

# Economic Development/Brownfield

**History** Established by Ordinance 78-6 in accordance with Act 338 of the P.A. of 1974, as amended. Bylaws were adopted by Resolution of the City Commission on February 4, 1980, Plymouth City Code Chapter 30 Sections 30.86 - 30.89. Amended by resolution 96-159, established as the Brownfield Redevelopment Authority by the City Commission on December 16, 1996. (Organizational meeting July 29, 1998)

**Duties** The authority is authorized to capture tax increment revenues (like the Downtown Development Authority), and use the revenues to assess the environmental status of a property, to take steps to mitigate exposure to existing contamination, and to clean up existing contamination.

**Appointments** Nine members appointed by the mayor, with approval of the City Commission, for six-year terms. Original appointments: four six-year terms, one five-year term, one four-year term, one three-year term, one two-year term and one one-year term.

**Meets** The Brownfield/Economic Development Board meets as needed.

## Members

Name	Appointed	Appointed	Term Expires
Colleen Pobur, Chair	March 1997	May 2021	December 31, 2026
Paul Sincock, Secretary			
Alan Deal	December 2018		December 31, 2024
John Townsend	December 2016		December 31, 2028
Nancy Anderson	May 2021		December 31, 2026
Steve Anderson	May 2021		December 31, 2026
John Buzuvis	May 2021		December 31, 2026
Vacancy			December 31, 2025
Vacancy			December 31, 2029
Vacancy			December 31, 2027
Nick Moroz, City Commission Liaison			
Alanna Maguire - Alternate			
John Scanlon, City Liaison			

# Historic District Commission

**History** Established by Ordinance 94-6, adopted April 1, 1994

**Duties** To safeguard the heritage of the City of Plymouth, stabilize and improve property values, foster civic beauty, strengthen the local economy, and promote the use of historic districts for the education, pleasure, and welfare of the citizens of the City.

**Appointments** Seven members are appointed by the mayor for three-year terms of office, provided that two of the initial members shall be appointed for one year, two for two years, and three for three years.

**Applications** Information about submitting an application to the Historic District Commission can be found [here](#).

**Meets** First Wednesday of each month at 7 p.m. See submission deadlines and specific meeting dates [here](#).

Name	Appointed	Re-Appointed	Term Expires
Colleen Polin, Chair	October 2010	January 2024	December 31, 2026
Stanley Cole, Vice-Chair	February 2012	December 2016	December 31, 2025
Jeremy Borys	December 2013	December 2016	December 31, 2025
Meghan Covino	March 2022		December 31, 2024
Gania Kandalajt	December 2020	January 2024	December 31, 2026
John Townsend	December 2017	January 2024	December 31, 2026
Joshua Mrozowski	March 2019	November 2021	December 31, 2024
Linda Filipczak – City Commission Liaison			
Brock Minton - Alternate			

# Housing Commission

**History** Established by Ordinance 298, adopted November 26, 1963, in accordance with Act 18, P.A. of 1933, of the State of Michigan, as amended; City code Sections 1.121 - 1.123 of Chapter 3

**Duties** To serve as Board of Directors for Tonquish Creek Manor.

**Appointments** Five members are appointed by the mayor for five-year terms.

**Meets** Third Wednesday bi-monthly

## Members

Name	Appointed	Re-Appointed	Term Expires
Charles Lowe Jr., VP	August 1994	January 2024	December 31, 2028
Marilyn Alimpich	January 2020		December 31, 2024
Elizabeth M. Johnson	June 2002	November 2021	December 31, 2026
Sharon Pugh	January 1995	December 2020	December 31, 2025
Walter Scherer	November 2001	October 2017	December 31, 2027
Cindy Rapson, Director	N/A		N/A
Suzi Deal, City Commission Liaison			
Jennifer Kehoe, Alternate Liaison			



# Liquor License Review

**Purpose** The Liquor License Review Committee (LLRC) is a sub-committee of the City Commission comprised of three members.

**Duties** The purpose of the LLRC is to review all liquor license applications within the City of Plymouth.

**Resources** Liquor License Ordinance, Meeting Minutes, LLRC Application

## Members

Name	Appointed	Re-Appointed	Term Expires
Mayor Pro-tem Kelly O'Donnell			
Commissioner Alanna Maguire			
Commissioner Nick Moroz			

# Local Officer Compensation Commission

**History** Established by Ordinance 98-3, adopted August 3, 1998. Section 2.95

**Duties** To determine the salaries, expense allowances or reimbursements of each local elected official.

**Appointments** Five members are appointed by the mayor, with approval of the City Commission, for five-year terms. Original appointments of each member shall be for terms of one, two, three, four and five year terms.

**Meets** After the organizational meeting, the commission meets in ODD calendar years beginning in 1999.

## Members

Name	Appointed	Re-Appointed	Term Expires

# Northville-Plymouth Fire Advisory Board(NPFAB)

**History** Established in June 2011

**Duties** To make recommendations related to budget and capital purchases.

**Appointments** Five members representing each community.

**Meets** As needed.

## Members

Name	Appointed	Re-Appointed	Term Expires
Linda Filipczak, Chair			
Brian Turnbull, Vice-Chair			
Jim Rachwal			
Paul Sincock			
George Lahanas			
Linda Filipczak, City Liaison			
Nick Moroz, Alternate			

# Planning Commission

**History** Established by Ordinance 104, adopted January 17, 1938, in accordance with Act 285 of P.A. of 1931 of the State of Michigan; City Code Sections 1.110-1.112 of Chapter 3

**Duties** As outlined in Act 285: To create, amend, and maintain the Master Plan for the physical development of the city; to review site plans for construction; and to recommend zoning changes to the City Commission.  
[Reviews PUD Agreements, Site Plan Reviews, and Rezoning Applications]

**Appointments** Nine members are appointed by the mayor with the approval of the City Commission for three-year terms.

**Meets** Second Wednesday of each month at 7:00 pm. See submission deadlines and meeting dates on City website.

## Members

Name	Appointed	Re-Appointed	Term Expires
Karen Sisolak, Chair	March 2016	November 2021	December 31, 2024
Scott Silvers, Vice-Chair	May 2015	November 2021	December 31, 2024
Sydney Filippis	January 2024		December 31, 2026
Zachary Funk	May 2023		December 31, 2024
Joseph Hawthorne	November 2018		December 31, 2025
Latricia Horstman	January 2024		December 31, 2026
Kyle Medaugh	February 2022	January 2024	December 31, 2026
Hollie Saraswat	December 2017		December 31, 2025
Eric Stalter	September 2021		December 31, 2025
Brock Minton, City Commission Liaison			
Jennifer Kehoe, Alternate Liaison			

# Tax Abatement Review Committee

**History** Reactivated by the City Commission January 16, 1999

**Duties** Established to evaluate all Commercial and Industrial Exemption Facilities Applications.

**Appointments** Four members consists of an administrative staff person, a City Commissioner, the City Attorney, and a representative of the community.

**Meets** As needed.

## Members

Name	Appointed	Re-Appointed	Term Expires
City Commissioner			
Robert Marzano, City Attorney	June 2000		
John Scanlon, City Staff Person	January 2023		
Ed Walton, Community Member	December 2003		

# Zoning Board of Appeals

**History** Established by Ordinance 182, adopted November 23, 1953, in accordance with Act 207 of P.A. of 1921 of the State of Michigan; City Code Sections 5.244-5.255 Chapter 52

**Duties** To hear and decide all matters referred to it upon which it is required to pass under Chapter 52; and to hear and decide appeals where it is alleged by the building inspector in the enforcement of Chapter 52 of the City Code.

**Appointments** Five members and two alternate members, one of whom shall be a member of the Planning Commission. All are appointed by the mayor, with the consent of the City Commission, for three-year terms. Amended September 21, 1987 to add the following: The City Commission may appoint two alternate members of the Zoning Board of Appeals (ZBA). Each alternate shall be appointed for a three-year term. An alternate member shall sit as a regular member of the ZBA when: a) A regular member is absent from or unable to attend a meeting of the ZBA; b) A regular member is unable to participate in reaching a decision on a particular case because of a conflict of interest. The alternate member having been appointed shall serve in the case until a final decision has been made. An alternate shall have the same rights and privileges as a regular member when serving in the place of a regular member.

**Meets** First Thursday of each month, if there are agenda items, at 7 pm.

## Members

Name	Appointed	Re-Appointed	Term Expires
Joe Elliott, Chair	December 2016		December 31, 2025
Jim Burrows, Vice-Chair	April 2017	November 2021	December 31, 2024
Michael Devine	December 2005	November 2021	December 31, 2024
Michael Pappas	November 2021		December 31, 2024
Rebecca Smith	January 2024		December 31, 2025
Scott Silvers, Alternate (PC Liaison)	December 2015	November 2021	December 31, 2024
Vacancy, Alternate			December 31, 2025
Brock Minton, City Commission Liaison			
Kelly O'Donnell, Alternate			