



# Plymouth Downtown Development Authority

## Regular Meeting Minutes

### Monday, February 9, 2026 - 7:00 p.m.

### Plymouth City Hall & Online Zoom Webinar

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#### 1. CALL TO ORDER

Chair Kerri Pollard called the meeting to order at 7:00 p.m.

Present: Chair Kerri Pollard, Vice Chair Richard Matsu, Mayor Linda Filipczak, Member Ellen Elliott, Jennifer Frey, Shannon Perry, Ed Saenz, Paul Salloum, and Lynne Taylor-Kilgore

Absent: Member Brian Harris

Also present: DDA Director Sam Plymale, Deputy DDA Director Reiko Misumi-Schelm and Economic Director John Buzuvis

#### 2. CITIZENS COMMENTS

There were no citizen comments.

#### 3. APPROVAL OF AGENDA

Saenz offered a motion, seconded by Elliott, to approve the agenda for February 9, 2026.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

#### 4. APPROVAL OF MEETING MINUTES

##### A. January 12, 2026 Regular Meeting Minutes

Saenz offered a motion, seconded by Elliott to approve the minutes of the November 10, 2025 regular meeting.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

#### 5. BOARD COMMENTS

Chair Pollard welcomed Lynne Taylor-Kilgore to the DDA. Taylor-Kilgore is the owner and operator of Synergy Dance Company.

Pollard also thanked Deputy DDA Director Reiko Misumi-Schelm and DDA Director Sam Plymale for their community engagement efforts during the Ice Festival. Mayor Filipczak was commended for serving as an ambassador for the city during the festival. Multiple board members noted the success of the event and appreciated that the ice sculptures were not knocked down this year due to favorable weather conditions.

Salloum suggested that future art fairs consider extending their hours, similar to the Ice Festival, to accommodate after-work visitors.

**6. OLD BUSINESS**

**A. DTP Forward Streetscape Project Update**

Plymale reported that DDA staff continues to meet biweekly with SmithGroup representatives. The second community survey is now online with approximately 75 responses so far. Staff handed out about 200 postcards at the Ice Festival to promote survey participation. The second Community Open House is scheduled for February 25 as a joint City Commission and DDA meeting at the Plymouth Cultural Center. The next SmithGroup presentation to the DDA board is anticipated for April.

**B. Five-Year Strategic Action Plan Status Update**

Plymale provided updates on several initiatives:

- The Ledgers valet parking program has parked 365 vehicles over its first three weeks, averaging over 40 vehicles per day
- Six contractors attended the pre-bid meeting for the Central Parking Deck project, with bid opening scheduled for February 24
- All major sponsors have returned for the 2026 Music in the Air concert series
- The third phase of the Art Walk has been completed and will be installed in early March

**7. NEW BUSINESS**

There was no new business.

**8. REPORTS AND CORRESPONDENCE**

**A. DTP Spring 2026 Maintenance Projects**

Plymale presented the maintenance project list created in collaboration with Department of Municipal Services. Projects include parking infrastructure improvements, sidewalk repairs, brickscape maintenance, bench replacements, planter relocation, Kellogg Park maintenance, and water system repairs.

Frey inquired about the cost and timing of the water system replacement at Ann Arbor Trail and Main Street, which serves the median sprinklers, drinking fountains, and power washing hookups.

**B. DTP Events 2026**

Deputy Director Misumi-Schelm reported on the Ice Festival, noting over 150 professionally carved ice sculptures, nearly 60,000 visitors (a 2% increase over 2025), and 268 Ice Fest Bingo participants. The event generated significant media coverage with 172 media stories reaching an estimated audience of over 6 million people.

Upcoming events include:

- Spring Artisan Market on April 18
- Music in the Air concert series (schedule to be released mid-March)

**9. ADJOURNMENT**

Saenz offered a motion, seconded by Elliott, to adjourn the meeting at 7:45 p.m.

There was a voice vote.

MOTION PASSED UNANIMOUSLY