



# Plymouth Downtown Development Authority

## Regular Meeting Minutes

### Monday, April 13, 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, Mayor Linda Filipczak, Member Ellen Elliott, Jennifer Frey, Shannon Perry, Ed Saenz, Brian Harris, Paul Salloum and Lynne Taylor-Kilgore

Absent: Vice Chair Richard Matsu

Also present: DDA Director Sam Plymale and Economic Director John Buzuvis

#### 2. CITIZENS COMMENTS

No citizen comments provided.

#### 3. APPROVAL OF AGENDA

Saenz offered a motion, seconded by Elliott, to approve the agenda for April 13, 2026.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

#### 4. APPROVAL OF MEETING MINUTES

##### A. March 9, 2026 Regular Meeting Minutes

Motion to approve the March 9, 2026 regular meeting minutes was made by Director Saenz and seconded by Director Elliott.

There was a voice vote.

MOTION PASSED UNANIMOUSLY

#### 5. BOARD COMMENTS

Director Elliott commended the upkeep of downtown landscapes, noting sidewalk grinding and tree mulching, and praised Reiko's work at the DDA, suggesting a birthday greeting for her. Chair Pollard expressed enthusiasm for spring and patio setups, and confirmed up to 12 tree removals on Main Street, potentially all median trees. Talks with the Garden Club and Christiansen's are underway for temporary median plantings before final redesign decisions.

#### 6. OLD BUSINESS

##### A. DTP Forward Streetscape Project Update

Staff provided an update on the DTP Forward Streetscape Project. The second public open house on February 25 had around 75 attendees. An online survey from January 30 to March 11 gathered 301 responses. The final public open house is set for May 20, 2026, from 5:30–8:30 PM at the Plymouth Cultural Center, as a joint City Commission and DDA Board

meeting to present a draft final design. More project details are at [downtownplymouth.org/dtpforward](http://downtownplymouth.org/dtpforward).

Project Lead Oliver Kylie of Smith Group presented the engagement findings and preliminary project recommendations.

### **Engagement Highlights**

From the second open house, top strategies supported were landscaping, downtown event support, and pedestrian crossing improvements. The second online survey showed strong support for mid-block crossings, safety upgrades, gateways, and gathering spaces. Curbless street designs drew mixed reactions, with some respondents neutral or unresponsive. Views on parking were split; younger respondents (44 and under) were more accepting of reductions in parking inventory to achieve other improvements, compared to older respondents (45 and over).

### **Project Recommendations and Cost Estimates**

Smith Group outlined 17 project areas organized into 6 sets. Plans involve roadway redesigns, creating a shared-use path, updating pedestrian signals with APS push buttons and leading pedestrian intervals, planting street trees, enhancing stormwater systems, setting gateway markers, improving wayfinding signage, and using retractable bollards for temporary street closures.

The proposed implementation sets and their preliminary cost estimates are:

Set 1 – Main Street & Kellogg: about \$19.5 million

Set 2 – Harvey & Wing Street: about \$3.3 million

Set 3 – Wing Street East & Deer Street: about \$1.7 million

Set 4 – Ann Arbor Trail & Forest Street: about \$8 million

Set 5 – Fralick & Penniman: about \$6 million

Set 6 – Union & Church Street: about \$1 million.

Total is about \$40 million. These are conservative estimates including all expenses for design, engineering, contingency, and construction, with flexibility to adjust elements within each set.

### **Funding Strategy**

Smith Group identified potential funding sources such as federal Safe Streets for All grants (\$100,000–\$20 million), BUILD grants (starting at \$1 million), Act 51 road funding, city road bond renewals, DDA/city cost-sharing, and crowd/philanthropic funding. The federal grants follow an 80/20 structure, requiring 20% local funding, equating to about \$4 million for Set 1 as an example. A 3% annual escalation was also noted as a long-term project factor.

### **Recommended Sequencing**

Smith Group recommended starting with Harvey and Wing Street improvements (1A) to sync with upcoming city infrastructure needs. At the same time, grant application and

planning for the Main Street and Kellogg Core project (1B) should begin due to its extended lead time. Priority 2 is Fralick & Penniman, driven by stormwater needs, followed by Forest and Ann Arbor Trail as Priority 3. Union, Deer, Church, and Wing East are to follow.

### **Board Discussion**

Director Elliott emphasized the need for streetscape plans to accommodate delivery trucks on Penniman, proposing loading zones similar to those in Ann Arbor. Director Harris suggested a fiscal review of certain project elements. Directors Salloum and Frey found the project breakdown informative and well-organized. Director Perry underscored the necessity of updating old infrastructure. Chair Pollard noted that business disruptions during the Compass work were minimal, indicating that not acting could lead to higher costs. Director Salloum proposed involving local business owners in discussions about potential impacts and phasing strategies.

### **Citizen Comments on Streetscape**

Cindy Eckley, 833 Penniman, voiced concerns about a large planter at the base of the parking deck stairwell on Fleet Street affecting pedestrian safety, and noted the poor condition of Fleet Street, including potholes. She requested that these areas be included in the streetscape planning.

Ron Picard, 1373 Sheridan, highlighted the \$40 million estimate being like a new parking deck's cost and questioned the potential financial impact. He inquired if curb-less street designs might affect stormwater drainage and the rationale behind the shared-use pathway on Main Street. Smith Group clarified that properly designed curb-less streets can enhance stormwater capacity and noted support for the shared-use pathway as a low-stress alternative to the current bike lanes.

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

A valet parking report from The Ledger is expected and will be distributed along with the streetscape presentation materials.

The central parking deck renovation is going well, with Mark 1 noted for responsive communication. The deck is anticipated to close fully the week of May 11, with additional parking available at Christian Science Church location.

Friday Night Concerts begin May 29. Sponsorship goals have been exceeded, with more than 100% of needed sponsorships secured.

An informational meeting will precede the regular May meeting on May 11 at 6:30 PM, featuring Finance Director Priya, who will address budget and financial questions related to the streetscape project and DDA finances generally. Staff noted that approximately \$600,000 is currently in the DDA fund balance, and that approximately \$250,000 annually will be freed up following the conclusion of the Saxton's payment debt.

## **7. NEW BUSINESS**

No new business was presented.

## **8. REPORTS AND CORRESPONDENCE**

### **a. Plymouth Art Walk Update**

Staff reported that the third phase of the Plymouth Art Walk has been installed, bringing the total number of artworks to 28 pieces. The new works feature Plymouth themes of culture and history, with 7 of 8 pieces created by students or young artists affiliated with the Plymouth Community Arts Council and Tony Roko's Art Foundation. The DDA board had approved \$25,000 for this phase in February 2025. A ribbon cutting is planned for Saturday, April 18 at 10:30 AM during the Spring Artisan Market. Informational plaques with QR codes linking to artist and artwork details on the DDA website are being installed in time for the event.

## **9. ADJOURNMENT**

Harris offered a motion, seconded by Perry, to adjourn the meeting at 9:00 p.m.

There was a voice vote.

MOTION PASSED UNANIMOUSLY