

# Downtown Development Authority Board Minutes December 12, 2005

Chairman Reaume called the meeting to order at 4:02 p.m.

## MEMBERS PRESENT:

Richard Reaume  
Joseph Barone  
Thomas Booth  
Dave Cook  
Jim Grutza  
Mike Kolb  
Ron Kasperski  
Si Nahra

MEMBERS ABSENT: None

## ALSO PRESENT:

Terry Croad, McKenna Associates  
Patrick Fellrath, Township Civil Engineer  
Alice Geletzke, Recording Secretary

Approval of minutes for the November 14, 2005 meeting

Moved by Mr. Nahra, supported by Ms. Ludtke, to approve the minutes of the meeting of November 14, 2005, as presented.

Ayes all.

## Old Business

### A. Bids for Landscape Maintenance Services for Streetscape Project

Patrick Fellrath, Plymouth Township Civil Engineer

Mr. Fellrath reviewed the analysis of bids received and indicated a recommendation for the lowest bidder, Denny's Landscaping, whose references include DeMattia Group.

Mr. Kasperski noticed a large difference in the portion for management of the irrigation system in the bid submitted by Torre and Bruglio. They bid \$11,000 where other bidders were bidding in the \$2,000-\$3,000 range, raising the possibility of a misunderstanding of that portion of the contract.

It was the consensus of the group to have Mr. Fellrath review the two preferred qualified bids and report back at the next meeting with a proposed motion.

## New Business

### A. Update and Status of Ann Arbor Streetscape Project

Terry Croad, McKenna & Associates

Mr. Croad reviewed progress made taking care of items on the punch list.

Mr. Croad discussed replacement of the pole demolished in an automobile accident, which is covered by auto insurance. Mr. Croad is waiting for word from the manufacturer on lead time for the replacement of the pole and is trying to get an idea from the electrician and manufacturer on lead time for various replacement parts with the possibility of having those parts on hand at the DPW yard to reduce replacement time.

Mr. Croad asked for direction as to whether a letter he presented, which he drafted with Jim Anulewicz, Director of Public Service, and Patrick Fellrath, should be sent to the District Manager of K-Mart. The letter details the events in trying unsuccessfully to re-establish power to their sign. The letter indicated the Township's feeling that they had gone beyond the original agreement but their electrical contractor could run a new power line from a nearby light pole in the parking lot at a cost to Kmart of \$1,840, not including the cost of asphalt repair.

The letter also asked for discussion on Kmart's removal, replacement, or painting the four large light poles at the Ann Arbor Road entrances to their parking lot.

Mr. Croad indicated the Authority had authorized up to \$3,000 and the electrician has billed \$1,752. He asked for direction in how far he could go in negotiations with Kmart.

It was the consensus of members to continue their cooperative relationship with Kmart and to instruct Mr. Croad to work with Jim Anulewicz and Patrick Fellrath to get the letter to Kmart and

to negotiate with Kmart in solving these problems.

Mr. Fellrath discussed the work being done with the Police Department to establish a policy for handling future incidents such as the recent auto accident. He's also working on collecting product information with the intent of possibly stockpiling various streetscape items at DPS for timely replacement.

Mr. Reaume agreed to follow up on Mr. Nahra's question regarding insurance liability of the DDA in the case of accidents.

#### **B. Amended 2005 and Recommended 2006 Budgets**

Resolution No. 05-12-12-49

Members discussed the budgets presented.

Moved by Mr. Cook, supported by Mrs. Ludtke, to recommend to approve the Amended 2005 and Recommended 2006 Budgets, Resolution No. 05-12-12-49.

Ayes all.

#### **C. Approval of Invoices**

Moved by Mr. Nahra, supported by Mr. Grutza, to approve payment of the invoices as presented in the amount of \$6,698.83 and to approve the invoice presented by R.C.I. Renovations for work done on relocating existing power to the Kmart sign in the amount of \$1,752.76.

Ayes all.

**Public Comment** - There was none.

#### **Adjournment**

Moved by Mr. Cook, supported by Mrs. Ludtke, to adjourn the meeting. Ayes all.

Meeting adjourned at 5:32 p.m.

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Richard M. Reaume, Chairman  
Downtown Development Authority

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Michelle Ludtke, Secretary  
Downtown Development Authority

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Phone number (734) 354-3202 TDD units: 1-800-649-3777 (Michigan Relay Services)