

Downtown Development Authority Board Minutes

March 13, 2006

Chairman Reaume called the meeting to order at 4:07 p.m.

MEMBERS PRESENT:

Richard Reaume
Joseph Barone
Thomas Booth
Mike Kolb
Ron Kasperski
Si Nahra

MEMBERS ABSENT:

Dave Cook
Jim Grutza, Excused

ALSO PRESENT:

James Anulewicz, Director of Public Service
Patrick Fellrath, Township Civil Engineer
Timothy Cronin, Township Attorney
Alice Geletzke, Recording Secretary

3. Approval of minutes for February 13, 2006 meeting.

Moved by Mrs. Ludtke, supported by Mr. Booth, to approve the minutes of the regular meeting of February 13, 2006, as presented.

Ayes all.

4. Old Business

- A. Landscape Maintenance Services for Streetscape Project
Patrick Fellrath, Plymouth Township Civil Engineer

Mr. Fellrath and Mr. Anulewicz reported on talks with Denny's Landscaping, the low bidder for the Landscape Maintenance Services Contract for the DDA Streetscape Project, regarding the posting of bonds. It was found the bonding requirements specified in the contract were typical for construction projects, thus the bonding requirements were revised to accommodate the smaller size, nature and scope of landscape maintenance work. These proposed revisions were reviewed by Mr. Anulewicz, Township Consultant Engineer Bailey, and Township Attorney Cronin.

In lieu of a performance surety bond in an amount equal to the contract price, a performance cash bond in an amount equal to \$1,000 will be posted. Also, in lieu of a payment (labor and material) surety bond in an amount equal to the contract price, the contractor will submit an annual renewable surety bond in an amount equal to the annual labor and material costs of the contract, as follows:

Year 1 of contract \$ 9,926
Year 2 of contract \$20,242
Year 3 of contract \$20,242

Moved by Mrs. Ludtke, supported by Mr. Kolb, to amend the Landscape Maintenance Services Contract for DDA Streetscape by deleting the "Performance and Other Bonds" section of Page 4 of Book 1 of 4 of the Contract Documents and inserting the language of the attached memorandum dated March 10, 2006.

Ayes all.

- B. Spare Parts for Streetscape Project
Patrick Fellrath, Plymouth Township Civil Engineer

Mr. Fellrath indicated he was still waiting for responses from some sub-contractors regarding the decorative fencing and bricks and would have a complete inventory list available for the next meeting.

Mr. Kolb suggested installing the spare light poles in the Township Hall area, rather than just having them stored in a building.

5. New Business

- A. Update and Status of Ann Arbor Streetscape Project
James Anulewicz and Patrick Fellrath

Mr. Anulewicz and Mr. Fellrath noted the punch list has been completed except for three items.

MDOT will still maintain the landscape areas through this year and the start-up of the irrigation system has to occur. The gateway structure in front of CVS needs minor adjustment in the foundation.

Mr. Nahra suggested sending McKenna Associates a letter of appreciation on behalf of the DDA.

- B. Amend the 2006 Budget
For the purpose of Haggerty Road and Access Road Improvements
Tim Cronin, Township Attorney

Mr. Cronin addressed the members regarding his review of the Intergovernmental Agreement between the Township and Wayne County and cost-sharing agreement with the shopping center developer for the Haggerty Road and Access Road improvements. He indicated he had no question that those types of improvements are appropriate for the DDA.

Moved by Mrs. Ludtke, supported by Mr. Nahra, to recommend to the Board of Trustees amendment of the Plymouth Township Downtown Development Authority Budget as presented.

Ayes all.

- C. Approval of Invoices

Moved by Mr. Barone, supported by Mr. Nahra, to approve payment of the invoices presented, in the amount of \$2,502.50.

Ayes all.

6. Public Comment

Mr. Reaume updated members on regulating early commercial trash collection, the request for installation of cell towers on the golf course and in the park, and request to put up a "For Lease" sign on the current Township Hall property by the purchaser prior to site plan.

7. Adjournment

Moved by Mrs. Ludtke, supported by Mr. Booth, to adjourn the meeting.

Ayes all.

Meeting adjourned at 5:11 p.m.

Richard M. Reaume, Chairman
Downtown Development Authority

Michelle Ludtke, Secretary
Downtown Development Authority

PLEASE TAKE NOTE; The Charter Township of Plymouth will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at all Township Meetings, to individuals with disabilities at the Meetings/Hearings upon two weeks notice to the Charter Township of Plymouth by writing or calling the following: Human Resource Office, 42350 Ann Arbor Road, Plymouth, MI