

# Downtown Development Authority Board Minutes February 12, 2007

Chairman Reaume called the meeting to order at 4:05 p.m.

## MEMBERS PRESENT:

Richard Reaume  
Joseph Barone  
Thomas Booth  
Jim Grutza  
Mike Kolb

## MEMBERS ABSENT:

Dave Cook  
Ron Kasperski, Excused  
Michelle Ludtke, Excused

## ALSO PRESENT:

Ron Edwards, Township Treasurer  
Patrick Fellrath, Township Civil Engineer  
Alice Geletzke, Recording Secretary

### 4. Election of new officers

### 5. Taking of Chair by new Chairman

### 6. Election of other officers

Moved by Mr. Booth, supported by Mr. Grutza, to retain the following officers of the Plymouth Township Downtown Development Authority:

Richard Reaume, Chairman  
Mike Kolb, Vice-chairman  
Michelle Ludtke, Secretary

Ayes all.

### 7. Establishing of regular meeting dates, time and location

Moved by Mr. Barone, supported by Mr. Grutza, to reaffirm the following schedule for meetings of the Plymouth Township Downtown Development Authority to be held at 4 p.m. on second Monday of each month in the second floor conference room of Plymouth Township Hall, 995 N. Haggerty Road, Plymouth Township, Michigan:

January 8, 2007 February 12, 2007 March 12, 2007  
April 9, 2007 May 14, 2007 June 11, 2007  
July 9, 2007 August 13, 2007 September 10, 2007  
October 8, 2007 November 19, 2007 December 10, 2007  
January 14, 2008 February 11, 2008

### 8. Approval of minutes for the November 13, 2006 meeting

Moved by Mr. Grutza, supported by Mr. Kolb, to approve the minutes of the Regular Meeting of November 13, 2006, and accept the notes for the meeting of January 8, 2007, at which there was not a quorum present. Ayes all.

### 9. Old Business

- A. CSX/Ann Arbor Road Railroad Bridge: Review of Proposals to develop improvement concepts.

Mr. Fellrath reviewed the two proposals:

1. Hubbell, Roth and Clark (HRC) submitted a proposal for \$6,500-\$9,500, depending on time and materials involved. The proposal includes development of conceptual renderings and three workshops with the Township. Estimated time of completion is two months.
2. Orchard, Hiltz, and McCliment (OHM) submitted a proposal for \$5,500,

estimating three months for completion. The proposal includes pictures of similar treatments (no conceptual renderings) and two meetings with the Township.

Mr. Fellrath reiterated the recommendation for HRC due to its resources, project team and qualifications/experience. HRC is a large firm and its project team includes an architect, landscape architect, and several engineers including structural and electrical. HRC is familiar with CRX procedures and protocols and experienced with beautification/rehabilitation of CSX railroad bridges (e.g., Newburg Road Underpass)

Moved by Mr. Grutza, supported by Mr. Kolb, to award the contract for development of improvement concepts for the CSX/Ann Arbor Road Railroad Bridge to Hubbell, Roth and Clark (HRC) for \$6,500-\$9,500, depending on time and materials involved.  
Ayes all.

## **10. New Business**

- A. Repayment of loan to the Charter Township of Plymouth
- B. Financial Report

Treasurer Edwards addressed discussed with members the interest payment due the Township and repayment of \$100,000 toward the loan from the Township. He also discussed the financial report presented. The consensus of members present was to repay \$100,000 toward the loan, as recommended by Treasurer Edwards.

## **11. Approval of Invoices**

Moved by Mr. Grutza, supported by Mr. Booth, to approve payment of the invoices as submitted, totaling \$63,960.04.  
Ayes all.

## **12. Public Comment - There was none.**

## **13. Adjournment**

Moved by Mr. Barone, supported by Mr. Kolb, to adjourn the meeting. Ayes all.

Meeting adjourned at 4:45 p.m.

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Richard M. Reaume, Chairman  
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,