

Downtown Development Authority Board Minutes

August 13, 2007

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

MEMBERS PRESENT:

Richard Reaume
Joseph Barone
Dave Cook
Jim Grutza arrived at 4:07 p.m.
Ron Hunroe
Ron Kasperski
Mike Kolb
Michelle Ludtke

MEMBERS ABSENT:

Thomas Booth

ALSO PRESENT:

James Anulewicz, Director of Public Services
Patrick Fellrath, Township Civil Engineer

3. Approval of minutes for the May 14, 2007 meeting

Moved by Mr. Kolb, supported by Mr. Cook, to approve the minutes of the May 14, 2007, meeting as presented. Ayes all, with Mr. Grutza absent.

4. Old Business

- A. Streetscape Property Damage
 - i. Auto Accident in front of K-Mart Update (Decorative Light Pole and Tree)

Mr. Fellrath reviewed the circumstances of the accident on May 27 which resulted in the destruction of a single-luminaire light pole and tree in front of Kmart.

The light pole was replaced with a pole from stock by Motor City Electric and Denny's Landscaping replaced the damaged tree with a new tree.

A claim was filed with Michigan Municipal Risk Management Association (MMRMA) for the approximate \$2,200 cost of the light pole replacement. A check for \$1,200 has been received and the remaining \$1,000 will be returned to the Township when recovered by MMRMA from the at-fault driver's insurance. Also, a letter from the Township Attorney's office was sent to the at-fault driver and her insurance company requesting reimbursement of \$445 for tree replacement.

Mr. Anulewicz indicated a review would be made of the collection procedures for collision damages in light of suggestions received during the meeting.

Mr. Reaume thanked Mr. Anulewicz and Mr. Fellrath for recommending keeping spare light poles on hand for accident situations. Since a spare single-luminaire light pole was used to replace the damaged pole from the auto accident, a new spare pole was ordered. The pole arrived last week and the associated luminaire is expected to arrive by next week.

- B. Streetscape Transplant Work: Update
 - i. Approval of Additional Expenditures (See Memo)

Mr. Fellrath indicated that the invoice from Denny's Landscaping for the Streetscape transplant work was \$5,642; an amount \$442 above the amount authorized by the DDA in May. Mr. Fellrath reviewed the work items associated with the additional charges as outlined in his memo to the DDA dated August 13 (attached to the meeting agenda). It was mentioned that each additional work item was pre-approved in the field.

Moved by Mr. Grutza, supported by Mrs. Ludtke, to approve payment of the invoice from Denny's Landscaping in the amount of \$5,642 which includes the additional expenditure of \$442 to Denny's Landscaping for the Streetscape Transplant Work. Ayes all.

- C. Streetscape Plant Guide Book: Update

Mr. Fellrath presented a draft of the book which is 75% complete. It will be a reference guide as to types of plantings, their whereabouts, characteristics and maintenance. It was noted that Susan

Vignoe of the DPS helped developed the book and McKenna Associates reviewed it for accuracy.

D. CSX/Ann Arbor Road Railroad Bridge Concepts: Project Status

Mr. Anulewicz and Mr. Fellrath updated members on the lack of response from CSX. Hubbell, Roth and Clark have been instructed to proceed with conceptual renderings, knowing the parameters of CSX from their experience.

5. New Business

A. Missing Streetscape Trees at Burger King

Mr. Fellrath indicated two trees located next to the Burger King sign on the Haggerty Road side have been chopped down. They were part of the streetscape plan. This has been turned over to the Township Ordinance Officer to enforce.

B. DDA Streetscape Banners

Mr. Reaume presented samples of banners which are contemplated for attaching to the light posts, welcoming people to Plymouth Township and advertising the honor of being one of the best 100 places to live as nominated by MONEY Magazine for the second time.

Moved by Mrs. Ludtke, supported by Mr. Kolb, to purchase banners and the necessary hardware for installation in an amount not to exceed \$4,000. Ayes all.

C. Plymouth Towne Center Update

Mr. Anulewicz presented drawings of the proposed layout for the center. He updated members on the closing of Southworth and Gold Arbor and the construction of the connector.

D. Approval of Invoices

Moved by Mrs. Ludtke, supported by Mr. Cook, to approve the invoices as presented, in the amount of \$13,730.58. Ayes all.

Moved by Mr. Grutza, supported by Mr. Hunroe, to authorize the Chairperson and Treasurer to proceed with payment of monthly bills, including water, electrical, and Denny's Landscaping bills. Ayes all.

11A. Members Comments

Mr. Kolb alerted members to the deteriorating condition of the building at the corner property on Lilley and Ann Arbor Roads which was purchased by Fifth Third Bank.

He also indicated he has heard that the Kmart lease will expire in November.

11B. Public Comment - There was none.

12. Adjournment

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

Mr. Reaume adjourned the meeting at 5:13 p.m.

Michelle Ludtke, Secretary
Downtown Development Authority

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,