

# Downtown Development Authority Board Agenda October 8, 2007

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

## MEMBERS PRESENT:

Richard Reaume  
Joseph Barone  
Thomas Booth  
Dave Cook  
Jim Grutza  
Ron Hunroe  
Mike Kolb  
Michelle Ludtke

## MEMBERS ABSENT:

Ron Kasperski

## ALSO PRESENT:

Patrick Fellrath, Township Civil Engineer

### 3. Approval of minutes for the September 10, 2007 meeting

Moved by Mr. Kolb, supported by Mr. Booth, to approve the minutes of the meeting of September 10, 2007, as submitted. Ayes all.

### 4. Old Business

#### a. Auto Accident in front of K-Mart: Insurance Update

Mr. Fellrath indicated the final \$1,000 has been received from the insurance company, so the Township is now fully reimbursed. The approximate cost to the vehicle and driver was \$2,500.

#### b. DDA Plant Book

Mr. Fellrath passed out copies of the Botanical Reference Guide for the Downtown Development Authority Ann Arbor Road Corridor. It is 74 pages in length and was prepared through the auspices of Patrick Fellrath and Susan Vignoe, DPS Solid Waste Coordinator.

Mr. Fellrath indicated the first half of the book has information on each plant and the center page is a map of the Ann Arbor Road corridor showing each business. The last half of the book has a page for each business which lists the plants that are located at that business. There is a table on the last page of the book which details special maintenance for those plants that require it.

Mr. Kolb asked whose responsibility it is to trim the plantings he provided in the area between the fence and sidewalk in front of his business. Mr. Fellrath indicated that this area is part of the DDA Streetscape and maintained by Denny's Landscaping. Mr. Fellrath agreed to verify the trimming of bushes. Also, per Mr. Kolb's request, Mr. Fellrath will have Denny's Landscaping check the wild strawberry plantings in front of Mr. Kolb's business to see if harsh summer has caused them to deteriorate or if they're accidentally pulling them up as weeds.

Ms. Ludtke indicated that some rose bushes in front of the veterinary may be dead. Mr. Fellrath indicated that he is aware of the bushes and was hoping that the bushes would come back to life after pruning. He indicated that the bushes are not under warranty, and the Board would have to cover the cost to replace them. The Board agreed that Mr. Fellrath should verify the health of the bushes and direct Denny's Landscaping to replace the dead bushes in-kind, if necessary.

Mr. Reaume indicated one other property owner (the Kroger/Blockbuster center) along the Ann Arbor Road corridor expressed some interest in landscaping similar to what is now between Eckles and Haggerty. Information was supplied to them from the botanical booklet and they're looking at incorporating that into the redesign and redevelopment of their property at Sheldon Road.

#### c. DDA Purchasing Policy: Amended Language

Mr. Fellrath reviewed the purchasing policy revisions requested at the last meeting. Page 6 now reads as follows at the bottom of the page:

"Invoices for utilities or contracts previously approved by the DDA Board may be

paid upon authorization of the Treasurer and Chairman of the DDA Board. Such invoices shall be included in the next DDA Board meeting packet to inform Board members of said payment.”

Moved by Mrs. Ludtke, seconded by Mr. Barone, to approve the revision to the DDA Purchasing Policy as presented. Ayes all.

d. CSX Railroad Bridge Project Update

Mr. Fellrath updated members on the progress of Hubbell, Roth and Clark to come up with conceptual renderings for the CSX railroad bridge. It is expected they will have the renderings by the end of October. The railroad still has not responded to their efforts to obtain input.

e. Burger King Trees

The Township Ordinance Officer has issued a citation to Burger King on that issue and they need to resolve it or appear in circuit court.

## 5. New Business

a. Approval of Invoices

Mr. Reaume presented samples of the banners to be hung on the poles in the DDA area. He indicated the manufacturer asked permission for the banner to be pictured in their catalog.

Moved by Mr. Hunroe, seconded by Mr. Grutza, to approve payment of the invoices as presented in the amount of \$6,103.99. Ayes all.

## 6. Public Comment

Mr. Reaume commented on Plymouth Towne Square making their improvements along Ann Arbor Road. They have curb cuts, driveways, and some sidewalks in. Two buildings are going up, Traverse City Pie Company and Batteries Plus. The third occupant of that building has not been identified. The west wing of the main shopping area has gone up, too, to be occupied by Leo's Coney Island. Next to that will be a Sprint Store. There is still no anchor tenant.

There is nothing new on the Lilley/Ann Arbor Road property nor anything further from Fifth Third Bank. Speedway is completed.

There is still no movement going forward on the Sheldon Road underpass. Mr. Fellrath indicated they're waiting for the utilities to be completed.

The water tower is now done. The electronics will be installed.

There is a water issue at Ridge and Ann Arbor Roads which is delaying the light there.

## 7. Adjournment

Moved by Mr. Booth, seconded by Mrs. Ludtke to adjourn the meeting. Ayes all.

Mr. Reaume adjourned the meeting at \_\_\_\_\_ p.m.

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Richard M. Reaume, Chairman  
Downtown Development Authority

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