

**CHARTER TOWNSHIP OF PLYMOUTH
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING—SEPTEMBER 8, 2008**

Chairman Reaume called the meeting to order at 4:04 P.M.

MEMBERS PRESENT: Richard Reaume
 Joseph Barone
 Dave Cook
 Mike Kolb
 Michelle Ludtke
 Jim Stevens
 Ron Kasperski

MEMBERS EXCUSED: Jim Grutza

ALSO PRESENT: James Anulewicz, Director of Public Service
 Patrick Fellrath, Township Civil Engineer
 Alice Geletzke, Recording Secretary

3. Approval of minutes for the August 11, 2008, meeting.

Moved by Mr. Cook, supported by Mrs. Ludtke, to approve the minutes of August 11, 2008, regular meeting as presented. Ayes all.

4. Old Business – N/A

 A. Landscape Maintenance Service for DDA Streetscape – Bid Documents
 Comment Deadline: September 16, 2008

Mr. Fellrath reviewed the changes in this year's bid documents for the streetscape:

 1) Term of three years, with a renewal clause for an additional two years by written agreement of both parties, the benefit being that a great contract price can possibly be continued.

 2) Specifications have been clarified in regard to weeding specific areas such as the concrete verge and the street curb driveway approaches so there are no misunderstandings as to where to weed and clean and sweep.

 3) Under management of the irrigation system is a bit of a change. The contractor once per week shall adjust timers and heads as necessary. Every two weeks we're calling for a thorough investigation of the entire system. Every zone will have to be operated specific outlined tasks are to be performed to identify and control problems.

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4) More specifics are included regarding the removal of litter and a weekly landscape appraisal has been added. Conditions, growth patterns, and problems are to be reported. This will stem issues such as the overgrowth of the Russian sages.

5) Also added as an alternate is solicitation of bids for snow and ice removal. Prices will be gathered, then a decision can be made as to whether or not to pursue.

Mr. Fellrath said he hoped to receive any comments the members may have by Tuesday, September 16, after they study the proposal so the advertising process can be started.

Mr. Anulewicz said the some of the additions will help prevent problems such as the overgrowth which should have been reported as being out of control and in one case, was almost closing off the sidewalk.

Mr. Kolb asked if there was any consideration for tree maintenance as the trees grow.

Mr. Anulewicz indicated the arborist brought up the dying condition of three Norway maples on the north side and three or four on the south side which have been there for some time. Some are now dead as a result of the roots girdling the trunk rather than growing out, choking out all the energy. The new contract requires that kind of assessment and it will include trees. Potentially this fall, the McKenna expert will do a walk-through to determine any deficiencies.

Mr. Reaume asked whether the growth of the strawberry geraniums has been checked. Mr. Fellrath said the opinion of the landscaper is that they are still in good condition—it just takes time for them to get established.

Mrs. Ludtke asked whether the Black-Eyed Susans were sprayed for fungus as they need to be every spring. Mr. Fellrath agreed to check.

5. New Business

A. 2009 DDA Budget

Moved by Mr. Stevens, supported by Mr. Kolb, to approve the 2008 Amended Budget and the 2009 Recommended Budget as presented. Ayes all.

A copy of the budgets are on file in the Clerk's office for public perusal.

B. Schedule of Meeting Dates 2009/2010

Moved by Mrs. Ludtke, supported by Mr. Cook, to approve the DDA meeting dates for 2009/2010 as presented. Ayes all.

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(Am attempting to get a copy of the dates to include in the motion.)

C. Approval of Invoices

Moved by Mr. Barone, supported by Mr. Kolb, to approve payment of the invoices as presented, in the amount of \$2,769.07, and to add invoices just received from Denny's Landscaping for \$1,320, \$492.50, and \$75. Ayes all.

D. Board Member's Resignation – Thomas Booth

Board members were advised of the resignation of Mr. Booth from the DDA.

E. DDA Budget

F. Ann Arbor Road Sidewalks

Members discussed the installation of sidewalks on both sides of Ann Arbor Road from Terry Street to the expressway entrance.

Moved by Mr. Cook, supported by Mr. Kolb, to fund installation of sidewalks on both sides of Ann Arbor Road from Terry Street to the expressway entrance for an amount not to exceed \$8,000. Ayes all.

Mr. Stevens left the meeting at 5:03 p.m.

6. Public Comment

Mr. Reaume invited everyone to attend a short ceremony at Township Hall on Patriot's Day, September 11.

He also updated members on an addition to Dhake Industries and the expansion at Quiznos, as well as progress on the Sheldon Road underpass. He also noted there are new industries coming to town such as Danotek, Aisin Corporation, and Brembro Brakes.

7. Adjournment

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

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The meeting was adjourned at 5:03 p.m.

Michelle Ludtke, Secretary
Downtown Development Authority

Richard M. Reaume, Chairman
Downtown Development Authority

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