

**CHARTER TOWNSHIP OF PLYMOUTH
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING—NOVEMBER 10, 2008**

Chairman Reaume called the meeting to order at 4:01 P.M.

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

MEMBERS EXCUSED: None

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

3. Approval of minutes for October 13, 2008 meeting

Moved by Mr. Grutza, supported by Mr. Kolb, to approve the minutes of the regular meeting of October 13, 2008. Ayes all.

4. Old Business

 A. Future Landscape Maintenance Services for DDA Streetscape – Bid Results

Mr. Fellrath explained that of the four bids received, Denny's Landscaping was the low bidder with a base bid of \$59,805 for a total of three years. Two alternate bids were also requested: 1) maintaining the railroad overpass area, and 2) snow removal. Denny's Landscaping was recommended as the lowest responsible bidder for the sum of the total base bid and alternate bid No. 1 for a total price of \$60,405.

Mr. Anulewicz indicated there were no major complaints regarding Denny's past performance and they now clearly understand the requirements and scope of the contract.

Moved by Mr. Barone, supported by Mr. Kolb, to authorize the Chairman and Secretary of the DDA Board to award a three-year contract for Landscape Maintenance Services for the DDA Streetscape to the low bidder, Denny's Landscaping, in the amount of \$60,405.00, subject to the approval by the Board of Trustees, and to authorize the Chairman and Secretary of the DDA Board to sign said contract.

 B. 2008 DDA Streetscape Landscape: Update

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Mr. Fellrath said the irrigation system has been winterized, the Russian sages have been cut down and the black-eyed Susan material has been removed. He agreed to check on whether the daylilies have to be cut back.

He informed members that the four linden trees in front of K-mart and two in front of the veterinarian hospital are being replaced with October Road glory maples, on the advise of the arborist from McKenna Associates.

Mr. Anulewicz said an updated plantings list would be forthcoming to members, listing trees still within the concept but not limited to just one variety.

5. New Business

A. DDA Streetscape property damage due to traffic accidents.

Mr. Fellrath informed members of the two traffic accidents on Ann Arbor Road in the last month. A light pole was taken down in front of Kmart on October 15 and the second accident occurred 20 feet from the first on November 3. Claims have been made to the Township's insurance company, who then seeks reimbursement from the drivers' insurance companies.

B. Approval of Invoices

Moved by Mr. Stevens, supported by Mrs. Ludtke, to approve payment of the invoices in the amount of \$5,051.98. Ayes all.

6. Public Comment – There was none.

7. Chairperson and Board Member Comment

Board members discussed with Mr. Reaume and Mr. Anulewicz a verbal request by Plymouth Towne Center for the Township to maintain the irrigation system and lights for streetscape area in front of the shopping center. He felt it would be necessary to separately meter these areas in that case.

Mr. Anulewicz recommended that they submit a formal letter to the DDA, stating specifically what they are requesting. Then the Board should discuss a policy going forward for the possibility of maintaining other areas. He noted that the maintenance contract has a mechanism whereby additional areas may be added.

Mr. Reaume updated members on the addition to the Quiznos building, the Sheldon Road underpass, the expansion of Perfection Bakeries, and a new data center coming in called Secure 24.

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8. Adjournment

Moved by Mr. Cook, supported by Mr. Kolb, to adjourn the meeting. Ayes all.
Mr. Reaume adjourned the meeting at 4:50 p.m.

Michelle Ludtke, Secretary
Downtown Development Authority

Richard M. Reaume, Chairman
Downtown Development Authority

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