

**CHARTER TOWNSHIP OF PLYMOUTH  
DOWNTOWN DEVELOPMENT AUTHORITY  
REGULAR MEETING – OCTOBER 14, 2013**

Mr. Reaume called the meeting to order at 4:08 p.m.

**MEMBERS PRESENT:** Richard Reaume Jim Stevens  
Dave Cook Ken Trefilek  
Jim Grutza

**MEMBERS EXCUSED:** Joseph Barone Mike Kolb  
Fred Brunk Michelle Ludtke

**OTHERS PRESENT:** Jana Radtke, Community Dev. Dir. and Planner  
Alice Geletzke, Recording Secretary  
0 members of the public

C. Approval of Minutes for the September 9, 2013 Meeting

Moved by Mr. Stevens, supported by Mr. Grutza, to approve the minutes for the regular meeting of, September 9, 2013 as presented. Ayes all.

D. Approval of Invoices

Moved by Mr. Trefilek, supported by Mr. Cook, to approve payment of the invoices in the amount of \$231,189.72 as follows:

Vendor No.	Vendor	Invoice Date	Invoice No.	Amount	Account No.	Check Date	Check No.
40052	DPW & Son, LLC	9/19/2013	50139	4,180.15	248248823000	10/14/2013	1307
40507	Denny's Landscaping	9/30/2013	5716	2,871.64	248248776000	10/14/2013	1308
51975	Erie Construction, LLC	10/7/2013	Appl. No. 4	167,175.94	248248823000	10/14/2013	1309
81675	Hubbell, Roth & Clark, Inc.	9/26/2013	125034	1,774.71	248248823000	10/14/2013	1310
81675	Hubbell, Roth & Clark, Inc.	9/26/2013	125033	4,266.39	248248823000	10/14/2013	1310
81675	Hubbell, Roth & Clark, Inc.	9/9/2013	124692	9,846.31	248248823000	9/18/2013	1305
81675	Hubbell, Roth & Clark, Inc.	9/9/2013	124693	3,393.03	248248823000	9/18/2013	1305
161204	Plante & Moran, PLLC	5/8/2013	1066160	895.00	248248818000	10/14/2013	1311
161283	Charter Twp. Of Plymouth	9/30/2013	Mar-Jul 2013	2,067.17	248248776000	9/30/2013	1306
161283	Charter Twp. Of Plymouth	9/30/2013	May-Aug 2013	1,404.39	248248776000	9/30/2013	1306
161298	Charter Twp. Of Plymouth H2O	9/12/2013	9709Aug13	493.90	248248776000	10/14/2013	1312
161298	Charter Twp. Of Plymouth H2O	9/12/2013	9710Aug13	1,605.05	248248776000	10/14/2013	1312
40052	DPW & Son, LLC	9/19/2013	50140	2,340.00	248248823000	10/14/2013	1313
40052	DPW & Son, LLC	9/19/2013	50141	4,215.00	248248823000	10/14/2013	1313
40052	DPW & Son, LLC	9/19/2013	50142	3,215.00	248248823000	10/14/2013	1313
40052	DPW & Son, LLC	9/19/2013	50143	3,315.00	248248823000	10/14/2013	1313
40052	DPW & Son, LLC	9/19/213	50144	3,515.00	248248823000	10/14/2013	1313
	Charter Twp. Of Plymouth						
161298	Water	10/10/2013	9049	7,045.84	248248823000	10/14/2013	1314

**CHARTER TOWNSHIP OF PLYMOUTH  
DOWNTOWN DEVELOPMENT AUTHORITY  
REGULAR MEETING – OCTOBER 14, 2013**

40052	DTE Energy	10/11/2013	37454085	444.00	248248823000	10/14/2013	1315
40052	DTE Energy	10/11/2013	37454304	444.00	248248823000	10/14/2013	1315
40052	DTE Energy	10/11/2013	37454453	3,219.00	248248823000	10/14/2013	1315
40052	DTE Energy	10/11/2013	37454508	2,220.00	248248823000	10/14/2013	1315
40052	DTE Energy	10/11/2013	37454585	1,243.20	248248823000	10/14/2013	1315

Ayes all.

**E. Streetscape Maintenance Update & Maintenance Contract Bid**

Mrs. Radtke indicated that fall cleanup will take place November 10-15, with winterizing of the sprinkling system to be done this week.

The maintenance contract bid documents are scheduled to be ready October 20 with bid opening on November 5. There will be a mandatory bidders meeting on October 29 allowing the opportunity for a walk-through for prospective bidders. Additions have been made to the bid documents based on recommendations made at the last meeting. There will be the option for a two-year extension with written consent of both parties. There will be an opportunity to bid separately on the east or west phase, or a combination of both.

**F. Streetscape Project – Update**

Mrs. Radtke reported that the streetscape project is completed except for the installation of meters by DTE. The final walk-through is scheduled for tomorrow afternoon. There is a one-year guarantee on plant materials.

**G. Budgets 2013 & 2014**

Mr. Reaume explained that the budget must go before the municipal governing body for approval, then it is returned to the DDA for adoption.

Moved by Mr. Grutza, supported by Mr. Cook, approve and send to the Plymouth Township Board of Trustees the Amended 2013 and Recommended 2014 Plymouth Township Downtown Development Authority Fund Budget. Ayes all.

Ayes all on a roll call vote.

**H. Board Member Comments**

Mr. Reaume updated members on commercial activity in the area.

**I. Public Comment – There was none.**

**CHARTER TOWNSHIP OF PLYMOUTH  
DOWNTOWN DEVELOPMENT AUTHORITY  
REGULAR MEETING – OCTOBER 14, 2013**

J.                   Adjournment

Moved by Mr. Stevens, supported by Mr. Trefilek, to adjourn the meeting at 4:53 p.m.  
Ayes all.

---

Richard Reaume, Chairman  
Charter Twp. of Plymouth  
Downtown Development Auth.

---

Michelle Ludtke, Secretary  
Charter Township of Plymouth  
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, 9955 Haggerty Road, Plymouth, MI 48170. Phone number (734) 354-3202 TDD units: 1-800-649-3777 (Michigan Relay Services)