

**CHARTER TOWNSHIP OF PLYMOUTH
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING – NOVEMBER 12, 2013**

Mr. Reaume called the meeting to order at 4:06 p.m.

MEMBERS PRESENT: Richard Reaume Fred Brunk
Jim Grutza Michelle Ludtke
Ken Trefilek

MEMBERS EXCUSED: Joseph Barone Mike Kolb
Dave Cook Jim Stevens

OTHERS PRESENT: Jana Radtke, Community Dev. Dir. and Planner
Alice Geletzke, Recording Secretary
1 member of the public

C. Approval of Minutes for the October 14, 2013 Meeting

Moved by Mr. Grutza, supported by Mr. Trefilek, to approve the minutes for the regular meeting of, October 14, 2013 as presented. Ayes all.

D. Approval of Invoices

Moved by Mrs. Ludtke, supported by Mr. Brunk, to approve payment of the invoices in the amount of \$6,717.56 as follows:

Vendor No.	Vendor	Invoice Date	Invoice No.	Amount	Account No.	Check Date	Check No.	Description
40507	Denny's Landscaping	10/31/2013	5811	2,507.14	248248776000	11/12/2013	1316	Oct13 Lawn Service & Maintenance
81675	Hubbell, Roth & Clark, Inc.	10/11/2013	125280	2,283.61	248248823000	11/12/2013	1317	Ann Arbor Rd. DDA Improvements
81675	Hubbell, Roth & Clark, Inc.	10/11/2013	125281	1,196.16	248248823000	11/12/2013	1317	Ann Arbor Rd. DDA Improvements
150200	Observer & Eccentric	10/20/2013	161660	217.20	248248776000	11/12/2013	1318	Landscape Maintenance Publication
161298	Charter Twp Of Plymouth H2O	10/10/2013	9709Sep13	25.30	248248776000	11/12/2013	1319	Sep13 Irrigation
161298	Charter Twp Of Plymouth H2O	10/10/2013	9710Sep13	263.15	248248776000	11/12/2013	1319	Sep13 Irrigation
180112	J. Ranck Electric, Inc.	10/16/2013	104802	225.00	248248776000	11/12/2013	1320	Lamp Replacement

Ayes all

E. Streetscape Maintenance

Mrs. Radtke noted that fall cleanup is scheduled to take place this week and there is one area where DTE is completing work on the new western portion.

Mrs. Ludtke brought up the condition of the Kroger corner and Mr. Reaume agreed to speak with them about increasing maintenance of that area.

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F. Streetscape Maintenance Contract Bid Award

Board members discussed the bids received and the pros and cons of awarding separate contractors for the east and west phases.

Mr. Reaume complimented Mrs. Radtke on the great job done with the bid process.

Moved by Mr. Brunk and supported by Mr. Trefilek to award the 3-year contract for the east phase (Haggerty Road to Eckles Road) to Infinitely Green Landscaping, LLC, for the amount of \$72,060; and to award the 3-year contract for the west phase (Sheldon Road to General Drive) to U.S. Lawns for \$24,482.25.

The motion was amended by the maker and supporter to also award the 3-year contract for Alternate 1 (Overpass) to Infinitely Green Landscaping, LLC, for the amount of \$2,750.

Ayes all.

It was agreed to have Mrs. Radtke contact the winning bidders to ask for per event bids for Alternate 2, Snow Removal, and to ask them if they can start this winter.

G. Budgets 2013 & 2014

Mr. Reaume indicated that the Board of Trustees has approved the FY 2013 Amended and FY 2014 Recommended Budgets for the DDA.

Moved by Mrs. Ludtke and supported by Mr. Trefilek to approve Resolution D-2014-003, Acceptance of the FY2013 Amended and FY 2014 Recommended Downtown Development Authority Budget. Ayes all on a roll call vote.

A copy of the Resolution is on file in the Clerk's office for public perusal.

H. Board Member Comments

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

I. Public Comment – There was none.

J. Adjournment

Moved by Mr. Trefilek, supported by Mr. Grutza, to adjourn the meeting at 5:10 p.m. Ayes all.

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

Michelle Ludtke, Secretary
Charter Township of Plymouth
Downtown Development Authority

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