

**CHARTER TOWNSHIP OF PLYMOUTH
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING – FEBRUARY 10, 2014**

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

MEMBERS PRESENT: Richard Reaume Dave Cook
 Joseph Barone George Lytle
 Fred Brunk Ken Trefilek

MEMBERS EXCUSED: Mike Kolb Jim Stevens
 Michelle Ludtke

OTHERS PRESENT: Ron Edwards, Treasurer
 Jana Radtke, Community Dev. Dir. and Planner
 Alice Geletzke, Recording Secretary
 2 members of the public

Mr. Reaume welcomed Mr. Lytle who was appointed in place of Mr. Grutza, who was no longer eligible to serve.

C. Election of Officers

Moved by Mr. Cook and supported by Mr. Lytle to retain the present officers as follows:

Richard Reaume, Chairman
Mike Kolb, Vice Chairman
Michelle Ludtke, Secretary

Ayes all.

D. Approval of Minutes for the November 12, 2013 Meeting

Moved by Mr. Trefilek and supported by Mr. Brunk, to approve the minutes for the regular meeting of November 12, 2013 as presented. Ayes all.

E. Approval of Invoices

Moved by Mr. Barone and supported by Mr. Trefilek to approve the invoices in the amount of \$55,951.68 as follows:

**CHARTER TOWNSHIP OF PLYMOUTH
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING – FEBRUARY 10, 2014**

Vendor No.	Vendor	Invoice Date	Invoice No.	Amount	Account No.	Check Date	Check No.	Description
40507	Denny's Landscaping	11/30/2013	5934	1,375.00	248248776000	12/4/2013	1321	Fall Cleanup Service
40575	DTE Energy	11/20/2013	1840 729 0010 5	127.68	248248776000	12/4/2013	1322	Nov13 1425 Ann Arbor Rd.
40575	DTE Energy	11/21/2013	1840 729 0011 3	139.07	248248776000	12/4/2013	1322	Nov13 575 Ann Arbor Rd.
40575	DTE Energy	11/27/2013	1840 729 0012 1	169.09	248248776000	12/4/2013	1322	Nov13 44644 Ann Arbor Rd.
40575	DTE Energy	11/21/2013	1840 729 0009 7	131.20	248248776000	12/4/2013	1322	Nov13 217 Ann Arbor Rd.
161298	Charter Twp Of Plymouth H2O	10/21/2013	9709Oct13	75.30	248248776000	12/4/2013	1324	Oct13 Irrigation
161298	Charter Twp Of Plymouth H2O	10/21/2013	9710Oct13	75.30	248248776000	12/4/2013	1324	Oct13 Irrigation
161298	Charter Twp Of Plymouth H2O	11/27/2013	9936Oct13	75.30	248248776000	12/4/2013	1324	Oct13 Irrigation
161298	Charter Twp Of Plymouth H2O	11/27/2013	9937Oct13	75.30	248248776000	12/4/2013	1324	Oct13 Irrigation
161298	Charter Twp Of Plymouth H2O	11/27/2013	9938Oct13	75.30	248248776000	12/4/2013	1324	Oct13 Irrigation
161298	Charter Twp Of Plymouth H2O	11/27/2013	9939Oct13	75.30	248248776000	12/4/2013	1324	Oct13 Irrigation
161298	Charter Twp Of Plymouth H2O	11/27/2013	9940Oct13	75.30	248248776000	12/4/2013	1324	Oct13 Irrigation
180191	RDC Electric	11/21/2013	331	1,000.00	248248776000	12/4/2013	1325	Install Snowflakes on Ann Arbor Rd.
180191	RDC Electric	1/10/2014	348	424.75	248248776000	2/10/2014	1329	Site Light Service Snowflakes
51975	Erie Construction, LLC	11/18/2013	Appl. No. 5	47,244.12	248248823000	12/4/2013	1323	Ann Arbor Corridor Improvements
81675	Hubbell, Roth & Clark, Inc.	12/12/2013	126513	3,591.30	248248823000	1/15/2014	1327	Ann Arbor Rd. Improvements
40575	DTE Energy	12/31/2013	1840 729 0012 1	401.71	248248776000	1/15/2014	1326	Dec13 44644 Ann Arbor Rd.
40575	DTE Energy	1/24/2014	1840 729 0010 5	421.65	248248776000	2/10/2014	1328	Jan14 1425 Ann Arbor Rd.
40575	DTE Energy	1/27/2014	1840 729 0009 7	399.01	248248776000	2/10/2014	1328	Jan14 217 Ann Arbor Rd.

Ayes all

F. Streetscape Maintenance and Contract Update

Mrs. Radtke explained having to seek revised bids for snow removal because the contracts were awarded separately for the East and West phases of the landscape maintenance service agreement and the quotes for snow removal from the two companies were for the entire area.

Mr. Reaume noted that U.S. Lawns is still in the process of obtaining a surety bond, thus has been unable to start this winter.

Moved by Mr. Trefilek and supported by Mr. Lytle to approve the Snow Removal Agreement for the DDA Streetscape for the following:

1. Award snow removal services for the East Phase to Infinitely Green Landscaping for 4 years in the amount of \$295 per snow/ice event.
2. Award snow removal services for the West Phase to U.S. Lawns for 3 years in the amount of \$375 per snow/ice event.

Ayes all.

**CHARTER TOWNSHIP OF PLYMOUTH
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING – FEBRUARY 10, 2014**

G. Treasurer's Update

Mr. Edwards presented updated reports for year ended 2013.

Moved by Mr. Cook and supported by Mr. Lytle to receive and file the Investment Report and Interest Income and Trial Balance Summary by Quarter for Year Ended 2013. Ayes all.

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. Barone and supported by Mr. Trefilek to adjourn the meeting at 4:39 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)

**CHARTER TOWNSHIP OF PLYMOUTH
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING – FEBRUARY 10, 2014**