

**CHARTER TOWNSHIP OF PLYMOUTH  
DOWNTOWN DEVELOPMENT AUTHORITY  
REGULAR MEETING – MAY 14, 2018**

Supervisor Heise called the meeting of the Downtown Development Authority to order at 4:00 p.m.

**MEMBERS PRESENT:** Kurt Heise Fred Brunk  
Paul Garon Paul Fessler  
Ryan Kolb George Lytle  
Mike Workman

**MEMBERS EXCUSED:** Dave Cook Mike Kolb

**OTHERS PRESENT:** Laura Haw, AICP, Planning Consultant  
Sue Brams, Executive Asst. to Supervisor  
Alice Geletzke, Recording Secretary

**C.** Chairperson Comments – There will be no meeting in June and none in August, depending on the blanket purchase order issue. Remaining meetings for the year would be in September and November, depending on issues arising.

**D.** Approval of Minutes – Regular Meeting, February 12, 2018

Moved by G. Lytle and supported by R. Kolb to approve the minutes of the regular meeting of February 12, 2018. Ayes all.

**E.** Approval of Bills (February – May)

Moved by R. Kolb and supported by P. Fessler to approve the bills as presented in the amount of \$10,792.11. Ayes all.

Supervisor Heise noted there is a proposal to have blanket orders for recurring vendors to keep their accounts current between meetings, as is currently done for utilities. Accountant Cindy Kushner explained the procedure, with invoices to be approved by Supervisor Heise and unusual items to be red-flagged. Items paid would appear on the reports to the DDA. The companies being considered are Diamond ProClean, Serene Surroundings, and McKenna.

Moved by Supervisor Heise and supported by F. Brunk that the DDA request blanket approval of charges for Diamond ProClean, Serene Surroundings and McKenna Associates. Ayes all.

**F.** DDA Corridor Update – *Kurt Heise*

**G.** DDA Corridor Update from Planning Consultant – *Laura Haw*

Updates were given for various properties including trees in front of Red Olive, Quick Pass Car Wash, Steak and Ale, Dunkin Donuts, Atlantis Building, property behind Comfort Inn, the Dehoco property, Shimmy Shack, Mumbai Market and Monroe Bank and Trust.

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**H.** Board Member Comments – There were none.

**I.** Public Comments – None

**J.** Adjournment

Moved by P. Fessler and supported by R. Kolb to adjourn the meeting at 4:25 p.m. Ayes all.

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Ryan Kolb, Secretary  
Charter Twp. Of Plymouth  
Downtown Development Authority .