

**CHARTER TOWNSHIP OF PLYMOUTH
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING – OCTOBER 10, 2016**

Mr. Price called the meeting of the Downtown Development Authority to order at 4:03 p.m.

MEMBERS PRESENT: Shannon Price Michelle Ludtke
 Dave Cook Paul Fessler
 Ryan Kolb Mike Kolb in at 4:20 p.m.
 George Lytle Mike Workman

MEMBERS EXCUSED: Fred Brunk

OTHERS PRESENT: Jana Radtke, Community Dev. Dir. and Planner
 Ron Edwards, Treasurer
 Alice Geletzke, Recording Secretary

S. Price moved to amend the agenda by the addition of Item G.1, Landscaping Contract, East Phase. Supported by G. Lytle. Ayes all.

C. Approval of Minutes – Regular Meeting of June 13, 2016

Moved by D. Cook and supported by R. Kolb to approve the minutes of the regular meeting of June 13, 2016 as presented. Ayes all.

D. Approval of Invoices

Moved by R. Kolb and supported by M. Ludtke to approve payment of the invoices as presented, in the amount of \$82,950.41. Ayes all.

E. Approval of 2016 Amended Budget & 2017 Recommended Budget

Mr. Edwards explained the budgets, and indicated revenues for next year would depend somewhat on how the state handles personal property taxes. He noted the increase in consulting costs to cover the work done by Wade-Trim and the \$140,000 Capital Expenditures set aside for installation of mast arms, which may not take place.

Mrs. Ludtke objected to leaving in the \$140,000. She felt this sends a message to the new Township Board that the DDA is advocating spending that money by the end of 2016.

Moved by M. Ludtke and supported by R. Kolb to table Item E, Approval of 2016 Amended Budget & 2017 Recommended Budget until after discussion of the Mast Arms. Ayes all

M. Kolb entered the meeting at 4:20 p.m. .

F. Mast Arms

Mr. Price explained how the estimated pricing was based on mast arms Wade-Trim Associates had done in Taylor. However, the bids came in way over estimates at \$548,913 for two. Perhaps

**CHARTER TOWNSHIP OF PLYMOUTH
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING – OCTOBER 10, 2016**

the money for the two years could be combined to complete one intersection. Soil borings have already been done.

Mrs. Ludtke thought the DDA should have further discussion of priorities, including the possibility of improvements along the railroad or making that area safer for pedestrians.

Patrick Fellrath, Township Engineer, discussed with members the work done by Wade Trim in estimates and soil borings.

Mr. Price asked Mr. Fellrath to ask for a reason for the large price differential for the next meeting.

E. Approval of 2016 Amended Budget & 2017 Recommended Budget

After further discussion, it was moved by P. Fessler and supported by R. Kolb to approve the 2016 Amended Budget and 2017 Recommended Budget as submitted.

AYES: Fessler, R. Kolb, Cook, Lytle, M. Kolb, Price, Workman
NAYS: Ludtke

Motion carried.

G. Landscape Maintenance at CVS

Mrs. Radtke reviewed the alternatives for having the landscape maintenance improved at the CVS located at the corner of Haggerty and Ann Arbor Roads. It was agreed to have the Ordinance Officer approach them about the need for maintaining the landscaping as it appears on their site plan.

G.1 Landscaping Contract, East Phase

Mrs. Radtke discussed the condition of the Knockout roses in both the East and West Phases. They are currently covered in mites which will cause an infection. The recommendation is to cut them back significantly this fall and spray them, and then spray them again in the spring. If infected, the potential is that they could all be lost.

Mr. Price explained there are two contracts for maintaining the East Phase and the West Phase. The contract is currently up with Serene Surroundings for the East Phase, with one year remaining on the West Phase. There is an option for one-year renewal for the East Phase. Then both would be up for renewal next year, and possibly both phases could be combined.

Moved by M. Ludtke and seconded by R. Kolb to extend the East Phase landscaping contract with Serene Surroundings for an additional one-year period. Ayes all.

**CHARTER TOWNSHIP OF PLYMOUTH
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING – OCTOBER 10, 2016**

H. Set 2017 Meeting Schedule

Moved by R. Kolb and supported by M. Ludtke to adopt the following 2017 Meeting Schedule for DDA and BRA meetings:

Jan 9	Feb 13	Mar 20	Apr 10	May 8	Jun 12
Jul 10	Aug 14	Sep 11	Oct 9	Nov 13	Dec 11

Ayes all.

I. Board Member Comments

Chairman Price updated members on commercial activity in the Township and his attempts to contact the railroad regarding the overpass area.

J. Public Comment

There was none.

K. Adjournment

Moved by M. Ludtke and supported by G. Lytle to adjourn the meeting at 5:07 p.m. Ayes all.

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