

## Northville DDA Design Committee Meeting

Monday, November 13, 2018 Meeting Room A – 3:00 pm

---

### Meeting Agenda

1. October Meeting Minutes (Attachment 1)
2. 2018 Committee Projects Updates:
  - A. Flags – Lori Ward
  - B. Piano in Old Church Square – Suzie Cozart
  - C. Downtown Murals – Chuck Murdoch
  - D. Fire Pits – Fred Sheill (Attachment 2.D)
3. Other projects:
  - A. Plaques
  - B. Newspaper Racks (Attachment 3.B)
  - C. Christmas Lights
  - D. Light Conversion (Attachment 3.D)
4. Next Meeting – December 10, 2018
5. Adjourned

## Northville DDA – Design Committee

**MEETING MINUTES**

October 8, 2018

Meeting Called to Order: At 3:02 pm

Attendance: Lori Ward, Robert Miller, Alan Somershoe, Chuck Murdock, Frederick Sheill, Suzie Cozart

Minutes of Prior Meeting: Approved.

**American Flags and Poles (Lori):**

- Lori surveyed every lamp post in the city to determine if: 1) it needs to be painted, 2) the type of bulb, and 3) the condition of a flag bracket. Flag brackets are still being made. Lori ordered 150 new flags plus 24 additional poles from Signs by Tomorrow. Should be shipped in two weeks. Still hope to have flags up by Veterans Day.
- Still working to changeover all lamps to LED (see agenda item below)

**Piano in Old Church Square (Suzie):**

- The piano has been installed at Church Square next to the big spruce tree. It received a lot of attention during the Heritage Festival. Great job Tessa.
- Tessa put a tarp over the piano to protect it. Now, it seems the tarp is discouraging people from using it. We need to figure out how to get the tarp on/off. The backside still needs to be sealed.
- We still need to look into an awning. Suzie will ask Tessa to investigate getting a “second hand” awning from Marygrove Awning Co.
- Some discussion about having various signs for different events or seasons. Like “play your favorite Christmas carol” in December. Possibly use Velcro to attach various signs to the piano.
- Still need to determine what to do with the piano during the winter. What does Traverse City do?
- It seems the paint may already be peeling. We agreed to not do anything now, and wait until spring to determine what should be done about the paint.
- Some discussion about a possible second piano in the alley next to Orin Jewelers.

**Downtown Murals (Chuck):**

- No new info since the last meeting.
- Still need to contact the building owner to get permission for a mural.
- The Mural Committee will meet again in the next week.

**Tree Guard and Bench Memorial Plaques :**

- Lori took possession of a box full of old memorial plaques from a resident who had them in her basement. Now, the question is, what to do with them? We want to get them back to the original donor family or organization.
- The ‘Ville ran an article about the plaques in a recent edition of their magazine. Lori got about 10 calls from people wanting to get a plaque back.
- We need to put together a list of all the plaques we have, and get the list out into the community – on the City website, weekly newsletter, Northville Record, etc. Get the word out, and the plaques back to owners.

- At this point, we are not going to recognize all past donors with a new consolidated plaque somewhere in City Hall.
- We need to replace about a dozen benches. We'd like to do another donor program to pay for them. But, we need to have a better method/understanding of how to retire benches in the future. Carol will benchmark other communities to see how they deal with sponsorship. Lori will contact the bench vendor to see if they have ideas.

#### **Newspaper Racks:**

- We want to remove the existing racks, as they look bad. We believe that City ordinance mandates that racks be available, they must be on City property, and they must be of an "approved" rack design. Lori has a nice rack design in mind that may only have 4-6 boxes. But, there are questions as to how many boxes need to be available, and if they are free or coin-operated. Lori will contact Jean for a media list, and we'll see who's interested in a box.

#### **Christmas Lights:**

- The existing lights we have in town are failing, and are difficult to fix. The lights on trees typically need to be replaced every few years. And, they keep blowing circuit breakers.
- Carol mentioned that Romulus is leasing holiday lights instead of buying/installing themselves. It's a big cost savings for them. Carol will get Lori some contact info.
- Lori has already ordered the holiday garland. It will be installed by DPW (and probably charge us).

#### **Light Conversion:**

- Based on Lori's survey mentioned above, about 70 post lights still need to be converted to LED. Lori will get cost estimates, and present a plan at a future DDA Board meeting. This will be an easy installation for the DPW, as they can proceed at their own pace.

#### **Bike Racks:**

- Lori has two styles of bike racks in mind. We need to find a single vendor that can supply both types. Lori will keep investigating. Some of the old racks will be given to Maybury State Park.

#### **Fire Pits:**

- DPW needs to install concrete rings in the water fountains to turn them into fire pits.
- We haven't turned the fire pits on very much in recent years, as it's labor intensive to turn them on/off. Need a better method – need a remote control or a timer unit.
- Also, the winds through Town Square keep the flames low and not very visible. Need some method to shield the flames from the wind, but keep them visible – like a glass cylinder about two feet tall.
- Fredrick will contact a fire pit manufacturer and Grissom-Metz for ideas on both the timer and the flame shielding.

Meeting Adjourned: 4:24pm

Next Meeting: **Tuesday, November 13 @ 3:00pm (this is a new date)**

Submitted: C. Murdock 09/17/2018

**SOBA | CONCRETE**

**Material:** handcast concrete

**Burner:** natural gas or propane  
60,000-69,000 BTU/h, ETL listed (US & Canada)  
manually lit pilot with safety thermocouple  
or electronic ignition

**Topping:** river rock or lava rock

**Dimensions:** 28”d x 16”h



# MODULAR NEWSRACK MOUNTING

Attachment 3.B

## Model 49



**Model 49**  
(Coin Operated)



**49 H**



**49 DW2**  
(With 2 Plastic Doors)



**49 DW**  
(1 Plastic Door)

### Tray & Pedestal



↑  
**MB1 TRAY**  
24 1/4" LONG



↑  
**MB2 TRAY**  
48 1/2" LONG



↑  
**MB3 TRAY**  
72 3/4" LONG



**MP2 PEDESTAL**  
19" HIGH



**MP1 PEDESTAL**  
15 1/4" HIGH

### Vegas Base

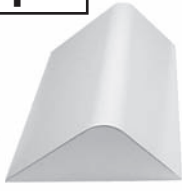
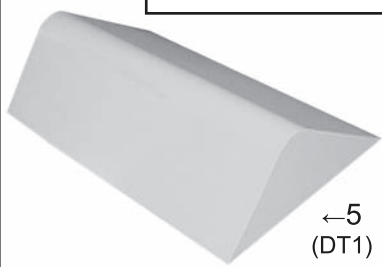


**#2 VEGAS BASE**  
15 1/4" H x 48 1/2" L



**#3 VEGAS BASE**  
15 1/4" H x 72 3/4" L

### Dome Top



←5 (DT1)  
(DT1) SIDE VIEW

6 3/4 H x 24" W x 16" D

1/4" x 3/4" Hex Bolt for mounting Dome Top  
(4 Bolts required)



**TK49 B**  
**TK49 B**      **K49 B**  
**TK49 B**



**CALL CUSTOMER SERVICE  
FOR PRICING & FREIGHT QUOTES**

Publication	Contact Name	Email	Street	City	State	Zip
Auotfocus	AutoFocus Detroit	<a href="mailto:socialmedia@autofocusdetroit.com">socialmedia@autofocusdetroit.com</a>	1394 Rankin	Troy	MI	48083
Luxury Homes of Greater Michigan	Matt Iverson	<a href="mailto:Matt@lhmmichigan.com">Matt@lhmmichigan.com</a>				
Metro Parent	Melissa Coppens	<a href="mailto:distribution@metroparent.com">distribution@metroparent.com</a>	22041 Woodward	Ferndale	MI	48220
Metro Times	Annie O'Brien	<a href="mailto:annio@metrotimes.com">annio@metrotimes.com</a>				
Northville Eagle	Susan Willett	<a href="mailto:swillett@journalgroup.com">swillett@journalgroup.com</a>				
Northville Record	Larry Geiger		29725 Hudson	Novi	MI	48377
Real Estate Book - Oakland County	Thomas L. Hartman	<a href="mailto:tom@colortreb.com">tom@colortreb.com</a>	32905 W. 12 Mile Rd	Farmington H	MI	48334
Real Estate Book - Western Wayne		"				
Keller Williams Showcase of Homes		"				
<b>Detroit News</b>		<a href="mailto:cserv@michigan.com">cserv@michigan.com</a>				
<b>Detroit Free Press</b>		"	<b>160 W. Fort</b>	<b>Detroit</b>	<b>MI</b>	<b>48226</b>
The Ville		<a href="mailto:thevillemagazine@gmail.com">thevillemagazine@gmail.com</a>				
Visit Detroit	Katie Susko	<a href="mailto:ksusko@visitdetroit.com">ksusko@visitdetroit.com</a>				

# THE KEENAN GROUP, INC.

Attachment 3.B

P.O. BOX 458  
 PLEASANT VIEW, TN 37146  
 800-229-0922 FAX 615-746-2270

## Invoice

DATE	INVOICE #
10/3/2016	34524

BILL TO
NORTHVILLE DDA ATTN: LORI WARD/COURTNEY GEIL 215 W. MAIN ST. NORTHVILLE, MI 48167

SHIP TO
CITY OF NORTHVILLE ATTN: STEVE HEIDT DEPT. OF PUBLIC WORKS 650 DOHENY ST. NORTHVILLE, MI 48167 248-305-2480 STEVE PHONE

P.O. NO.	TERMS	DUE DATE	REP	SHIP VIA	CUSTOMER #
	SEE BELOW	10/3/2016	HSE	BEST WAY	NORTHVILLE DDA

Qty.	Item	Description	Unit Price	U/M	Total
2	RACKS	MODEL TK49 NEWSPAPER RACK FOR PAID PUBLICATION POWDERCOAT PAINTED BLACK	338.48	EA	676.96T
2	RACKS	MODEL 49DW NEWSPAPER RACK FOR FREE PUBLICATIONS POWDERCOAT PAINTED BLACK	252.26	EA	504.52T
2	PARTS	ANGLED SHEET METAL DOME TOP WITH PADLOCK ARMORED ATTCHMENT POWDERCOAT PAINTED BLACK	65.91	EA	131.82T
1	MB2	48.5" LONG TRAY POWDERCOAT PAINTED BLACK	115.09	EA	115.09T
1	MP1	15.25" HIGH PEDESTAL POWDERCOAT PAINTED BLACK	95.43	EA	95.43T
1	FR1	FREIGHT VIA TRUCKLINE WITH LIFTGATE	262.63	EA	262.63
<p>***TERMS***                      50% DEPOSIT REQUIRED WITH ORDER PLACEMENT. BALANCE DUE WHEN ORDER IS READY TO SHIP.</p> <p>- LEAD TIME UPON RECEIPT OF ORDER AND DEPOSIT IS APPROX. 4 WEEKS PLUS TRANSIT TIME.                      - SHIPPING WITHOUT MECHANISMS...CUSTOMER OR NEWSPAPER TO ORDER, IF NEEDED, IN THE FUTURE.</p>					

<i>Effective August 1, 2012, a Service Charge of 1-1/2% per month (18% per annum) will be added on outstanding accounts over 30 days from date of invoice. Orders subject to delay if account is not current.</i>	Sales Tax (0.0%)	\$0.00
	<b>Total</b>	<b>\$1,786.45</b>

## Quotation

**Bill To**

NORTHVILLE DOWNTOWN DEVELOPMENT AUTHORITY  
(508677)  
215 W. MAIN STREET  
NORTHVILLE, MICHIGAN 48167  
US

**Ship To**

NORTHVILLE DOWNTOWN DEVELOPMENT AUTHORITY (508677)  
215 W. MAIN STREET  
NORTHVILLE, 48167  
US

<b>Quote Date</b> 5/1/2018	<b>Expire Date</b> 6/30/2018	<b>Contact</b> Lori Ward	<b>Customer PO Number</b>	<b>Payment Terms</b> Credit Card Purchase
<b>Freight Terms</b> Prepay and Add	<b>Sales Person</b> James Baas	<b>Phone Number</b> 1-800-922-9226 x 4200	<b>Ship Via</b> FEDEX GROUND	

Product	Qty.	Price	U/M	Extended
QL-HEATSINK HEAT SINK FOR ALL QL LAMP SYSTEMS- PASSIVE COOLING DEVICE- FOR VERTICAL MOUNTED FIXTURES	100	8.74	EA	873.60
QL-HF85W/115/DIM 85W INDUCTION GENERATOR <i>good in stock</i>	100	93	EA	9,300.00
QL85W/840/ALUM/BASE 85W 4000K LAMP COUPLER COMBO <i>good in stock</i>	100	75	EA	7,500.00

<b>Merchandise Total</b> 17673.60	<b>Handling</b>	<b>Misc Charge</b>	<b>Tax</b>	<b>Freight</b>	<b>Quote Total</b> 17,673.60
--------------------------------------	-----------------	--------------------	------------	----------------	---------------------------------

**Quote Notes**

\*\*You can review our return policy by visiting <https://www.candelacorp.com/Policies> or by clicking [here](#).