DOWNTOWN DETROIT BUSINESS IMPROVEMENT ZONE
BOARD OF DIRECTORS

RESOLUTION 2025-14
Adopt Scope of Services for Street Landscaping Project

The board of directors of the Downtown Detroit Business Improvement Zone resolves that the following scope of services for the Street Landscape Project is adopted:

STREET LANDSCAPING PROJECT SCOPE OF SERVICES

This scope of services details the tasks anticipated in the landscaping project description in the Downtown Detroit Business Improvement Zone Plans approved by Downtown Detroit property owners on April 15, 2014, and authorized for a second Qualifying Period beginning April 15, 2024 (collectively the "Tasks").

Under the Michigan law providing for the formation of business improvement zones (Chapter 2 of 1961 PA 120, as amended, the "BIZ Act"), the Downtown Detroit Business Improvement Zone (the “Zone") is authorized to engage in activities for the benefit of owners of assessable property to enhance the business environment within the Zone's area. Each of these activities under the law is a "Project." Projects of the Zone supplement projects of and services provided by the city of Detroit.

The plan approved for the Zone (the "Zone Plan") includes a description of Projects planned during the Zone's qualified period, including the scope, nature, and duration of the Projects and the sources of financing for the Projects. Under the BIZ Act, the Zone's board of directors is responsible for establishing administrative procedures relating to the implementation of the Zone Plan and management of the Zone and the Zone Plan.

Among the Projects authorized by the Zone Plan is the provision of street "landscaping services" within public rights-of-way. Street landscaping services include, but are not limited to, mowing; fertilization; annual flower planting; mulching; edging; vegetation control; pruning and trimming; dormant oil spray; management of irrigation systems seasonal plants; flowers and decorations; and weed abatement. Consistent with these responsibilities, this document describes the day-to-day Street Landscaping Project. In addition to the street landscaping Tasks listed below, the Project will entail related expenses, such as payments for materials, equipment or storage facilities.

Deployment Criteria

Service schedules and frequencies may fluctuate daily, weekly, seasonally and as needed to accommodate weather and special or unforeseen conditions. Under normal conditions, street landscape services will be deployed to landscaped areas in the Zone with priority given to the most need and impact according to the following prioritized criteria:

a. Areas with high pedestrian and bicycle traffic
b. Vehicular gate*w*ays
c. Infrastructure availability

Locations

The following locations have been identified as priority areas for service based on Deployment Criteria. The Zone administrator may provide Street Landscape Project services to additional locations that satisfy the Deployment Criteria if budget is available.

Locations		
Primary Street	**Cross Street 1**	**Cross Street 2**
Beaubien	Lafayette	Jefferson
Broadway	Witherell	Gratiot
~~Cadillac Square (City of Detroit planters only)~~	~~Bates~~	~~Randolph~~
Fort	Griswold	Woodward
Grand River "island"/Grand River Avenue	I-75 South Service Drive	Second
Gratiot	Randolph	I-375 West Service Drive
I-375 West Service Drive (select locations)	Gratiot	Congress
I-75 South Service Drive	Grand River	Park Avenue

Jefferson Ave.	Washington Boulevard	I-375 East Service Drive
Kosciuszko Statue Plaza (excluding statute)	Michigan Avenue	at Third
Lafayette	St. Antoine	I-375 West Service Drive
M-10 East Service Drive	Abbott	Fort
Madison	Witherell	St. Antoine
Michigan Avenue	Third	M-10
Monroe	Woodward	Randolph
Randolph	Congress	Jefferson
St. Antoine	Congress	Jefferson
Third Street	Bagley	Lafayette
Washington Blvd.	Park	Lafayette
West Jefferson	Cabacier	Third (Steve Yzerman)
Woodward (excluding Campus Martius Park and Spirit of Detroit Plaza)	Jefferson	Adams I-75 Service Drive

Tasks

1. Site maintenance

In locations indicated herein, crews may maintain landscaped areas generally from April through October. Services include spring cleanup, litter and debris removal, weeding and fall cleanup.

2. Turf maintenance

In locations indicated herein crews may maintain turf generally from April through October. Services include mowing, edging and fertilization.

3. Planter and planting bed maintenance

In locations indicated herein, crews may maintain seasonal planters and planting beds, ~~generally from April through October~~. Services include mulching; bed edging; seasonal flowers, plants and decorations, and annual flowers in selected locations.

4. Tree and shrub maintenance

In locations indicated herein, crews may maintain trees and shrubs generally from April through October. Services include pruning and trimming of shrubs, selective pruning and trimming of trees up to 12 feet in height, dormant oil spray, summer foliage spray and deep root fertilization.

5. Irrigation system maintenance

In locations indicated herein, crews may maintain irrigation systems in selected locations generally from April through October. Services include start up, inspection and shut down of the systems. In selected locations, crews will hand water in locations without operational in-ground irrigation infrastructure.

6. Landscape planning and infrastructure maintenance

Supporting infrastructure and landscape materials may be assessed and repaired if necessary. Crews may conduct landscape infrastructure and material planning and assessments throughout the Zone.

Street landscaping services not included in scope

This scope of services applies exclusively within the Zone. Street landscaping services for events and special requests conducted at the request and for the benefit of a private property owner are not included in this scope of services. For example, large public events may require installation of temporary barricades in order to protect landscaping materials during the event. Similarly, an entity may voluntarily install and then request maintenance of supplemental landscaping beyond that described in this scope of services.

Such services shall be subject to a separate contract, including a written agreement and payment terms, with the Downtown Detroit Partnership ("DDP"). Special requests shall be consistent with quality and standards as specified by DDP. In addition, DDP reserves the right to contract with entities only after any required permits are secured from the City of Detroit.

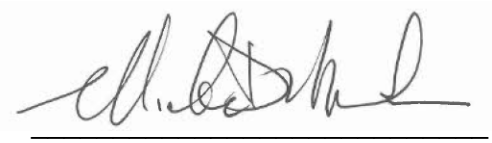
Appropriation

In any fiscal year of the Zone, the Zone and its provider of administrative services must not expend more than the amount appropriated by the Board of Directors of the Zone for the Street Landscaping Project to implement and administer the Street Landscaping Project during that fiscal year.

This resolution supersedes resolution 2022-14 which provided a scope of services for the Street Landscaping Project.

Secretary's Certification:

I certify that this resolution was duly adopted by the board of directors of the Downtown Detroit Business Improvement Zone at a properly-noticed open meeting held with a quorum present on May 13, 2025

By: 

Michael McLauchlan
Secretary