

Charter Township of Lyon
DOWNTOWN DEVELOPMENT AUTHORITY (DDA)
MEETING MINUTES

August 12, 2008

Chairman Jay Howie called the meeting to order at 7:00 p.m.

Members present included John Dolan, Jay Howie, Tim Miner, Mark Mitra & Troy Powe

Members Absent included Ron Hausmann, Brian Wallace & Lannie Young

Also present Michelle Aniol, Township Planner, McKenna Associates, Phillip Seymour, Lyon Township Attorney, Jim Sharpe, Township Engineer, Giffels-Webster, Dean Hay, McKenna Associates.

Six guests were also in attendance.

Public Discussion, non-agenda items. No public discussion.

Mr. Howie explained that there would be some changes in the agenda due to the fact that Mr. Mitra will only be present for a short period at tonight's meeting.

Approval of Agenda. Troy Powe made a motion to approve the agenda as amended. Tim Miner seconded the motion. Motion approved unanimously.

Approval of Prior Meeting Minutes of July 17, 2008 and July 24, 2008. Tabled due to lack of a quorum of members present at the above meetings.

Updates on appraisals and land purchases. Purchase agreements for real property: Matthew L. and Bonnie M. Graves, Gary M. and Renee A. Day, Dorothy Day and Gregory Piekarski. Phil Seymour explained that the Board approved the purchase agreement for the two (2) Day properties and the one (1) Graves property. He continued that DDA approval is needed and the properties can then be closed on. Mr. Seymour also stated that then the DDA needs to approve the Piekarski purchase agreement and it will go before Board at their next meeting for approval.

Mr. Howie noted that he has worked very closely with all the above purchases and they appear to be in order.

Discussion as to whether the Board has already approved the Piekarski property purchase took place.

Troy Powe made a motion to approve as written the purchase agreements for the real property of Mathew L. and Bonnie M. Graves, Gary M. and Renee A. Day and Dorothy Day. Tim Miner seconded the motion.

Roll call: Five yes votes. Motion approved unanimously by members present.

Troy Powe made a motion to approve as written the purchase agreement for the real property of Gregory Piekarski and recommend approval of the purchase agreement by the Board of Trustees if they have not already done so. Tim Miner seconded the motion.

Roll call: Five yes votes. Motion approved unanimously by members present.

Update on Milford Road landscaping project. Completion and submittal of invoice. Dean Hay of McKenna Associates explained that the contractor has a few remaining items to complete and along with an inspection, due to a permit that was pulled to work within the RCOC right-of-way. He noted that the inspector is about two weeks behind and if approval of payment is granted tonight they will not be paid until the work is completed and the inspection has taken place.

Some discussion took place regarding the condition, care and maintenance of the trees and plants and the possibility of adding some additional shrubbery.

Mark Mitra made a motion to approve payment of the Milford Road landscaping project upon completion and RCOC permit approval. Troy Powe seconded the motion.

Roll call: Five yes votes. Motion approved unanimously by members present.

New Hudson Streetscape. Removal of graffiti in seating area. Mr. Hay presented a picture of the graffiti in the seating area of the streetscape. He explained that he spoke to Unilock and they have a product that will lift the paint out of the brick pavers. He secured two quotes, one from Beauchamp Lawn Care Inc. for \$185.00 and the second from Brien's Services \$528.24.

The Board agreed that graffiti might continue to be a problem in the future but it is something that has to be removed now.

Mark Mitra made a motion to accept the bid from Beauchamp Lawn Care Inc. in the amount of \$185.00 to remove the graffiti from the brick pavers in the streetscape seating area. Troy Powe seconded the motion.

Roll call: Five yes votes. Motion approved unanimously by members present.

Invoice from DLZ in the amount of \$5,724.95 for additional services related to the East Grand River Roundabout. Jay Howie explained that he had DLZ redraw the

certain areas of the roundabout. One reason was to visualize and discuss it and the second had to do with the Rohrschieb negotiations.

John Dolan wanted clarification that this was not a change order and Mr. Howie responded that it was done at his request. He also stated that he went over the invoice and it appears to be in order.

Mr. Howie explained that they were going into negotiation with the Rohrscheibs and he needed the drawings immediately. He also stated that he has gone over the invoice and it appears to be in order.

John Dolan made a motion to approve payment to DLZ in the amount of \$5,724.95 for additional services related to the East Grand River Roundabout. Troy Powe seconded the motion.

Roll call: Five yes votes. Unanimously approved by members present.

At this point in the meeting DDA Board Member Mark Mitra excused himself from the meeting.

West Grand River Roundabout –Update. Font and stone selection and wording for wall in roundabout. Tabled until next meeting.

Roundabout at Grand River and Northeast Ring Road – Update. Status of negotiations with Rohrschiebs. Mr. Seymour stated that negotiations with the Rohrscheibs are over and a lawsuit for condemnation purposes will be filed.

Troy Powe asked if the cost of the lawsuit is factored into the present budget. Jay Howie responded that he is sure it will be factored into the bond sale.

Jim Sharpe stated that there was a pre-construction meeting with Harry Fox regarding the northeast ring road and the tree-clearing project was also bid out. Tree clearing will probably be started next week and will take about a week to complete.

DDA Workshop to Develop a Direction for New Hudson. Michelle Aniol stated that Chris Doozan previously presented a proposal to the Board to do a design charrette for downtown New Hudson. She continued that it is understood that the price associated with this project is a little more than the DDA wishes to spend right now.

Ms. Aniol explained that after some discussion it was suggested that a workshop with just the Board might be more in order at the present time.

Some discussion regarding the Master Plan, the DDA Development Plan and the Overlay District and how they affect future Downtown New Hudson took place.

Ms. Aniol explained that what you do in a charrette is take ideas and put them down on paper so people can see what they want to do. In this process you are able to see if the concept can be applied or not.

Mr. Howie stated that what you want is to find out what the wants and needs of the community are and then build a downtown with those things in mind.

John Dolan suggested having a workshop with all the Board combined to get as much input as possible.

Troy Powe asked if this is something that has to go out for competitive bids.

Ms. Aniol explained that the Township always has the option to go out for bids but has generally been satisfied with the service her company has provided.

John Dolan noted that we are not talking about the proposal previously presented but going in a new direction with just a workshop consisting of the individual boards.

The consensus of the committee is that a workshop attended by all boards and committees would be a good place to start.

Announcements. There were no announcements.

Meeting adjourned at 7:58 p.m.

Respectfully Submitted,

Rose Case
Recording Secretary

Michelle Aniol
(In the absence of)
Chris Doozan
Interim DDA Director