

**CHARTER TOWNSHIP OF LYON  
DOWNTOWN AUTHORITY (DDA)**

**September 9, 2008**

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

Members present included John Dolan, Jay Howie, Tim Miner, Troy Powe, Brian Wallace & Lannie Young.

Members absent Ron Hausmann & Mark Mitra.

Also present Chris Doozan, Township Planner and Interim DDA Director, Michelle Aniol, McKenna Associates, Dean Hay, McKenna Associates, Courtney P. Miller, McKenna Associates, Matt Quinn, Township Attorney, Nikki Jeffries, Giffels-Webster Engineers.

8 guests were also in attendance.

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

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

**Approval of Prior Meeting Minutes:** Troy Powe made a motion to approve the minutes of the July 17, 2008 Special Meeting of the DDA. Tim Miner seconded the motion. Motion approved unanimously.

**Tim Miner made a motion to approve the minutes of the August 12, 2008 meeting of the DDA.** Troy Powe seconded the motion. Motion approved unanimously.

Approval of the minutes of the July 24<sup>th</sup> Special Meeting of the DDA was tabled due to lack of a quorum of members present at the above meeting.

**West Grand River Roundabout – Update.**

**Schedule for completion:**

Nikki Jeffries of Giffels Webster Engineers reported that the roundabout is on schedule and should be completed by mid October. There have been a few minor delays but nothing to be alarmed about. She explained that an electrical consultant did a lighting plan and it was submitted to the RCOC last week and should be approved very soon. Lighting was not included on the original plans and there isn't an explanation as to why. Ms. Jeffries stated that proposals were secured from lighting contractors to do the actual lighting work and Sunset was selected.

Tim Miner expressed his displeasure with the fact that the lighting was not included in the original plan and an additional \$54,000.00 had to be allocated for it to be added.

Lannie Young stated that DLZ has a very good relationship with the County and can get the permitting done but in the future it might be wise to split the contract up. He noted that they are very good with the geometrics but possibly should not be doing the actual construction designs. A possible committee should be formed to discuss what has been learned from this project and how this knowledge can be applied to future projects.

Discussion took place regarding an accounting of this project and how far over the original contract it is considering all the changes that have taken place.

Ms. Jeffries explained that the full roundabout would not be fully open per the RCOC until the lighting is completed but it will be partially open with construction signs posted.

**Update on roundabout landscape plan submission to RCOC:**

Dean Hay explained that a landscape was submitted to RCOC but it was not reviewed as a whole plan due to concerns as to where the sight distance triangles were laid out in the roundabout. He explained that he overlaid the sight distance triangles onto the landscape plan to understand how they fit in and it was submitted to RCOC on Monday. DLZ will write language into the plan based on Federal & MDOT standards for obstacles and trees planted in the central island. It is recommended to plant in the central island to obscure oncoming traffic. Mr. Hay explained that they are trying to create a community identity and an entry point with the design. He would like to schedule a meeting with himself, Jim Sharpe, DLZ and the RCOC, and would also like Lannie Young and Jay Howie to attend if possible. A concern was expressed that the color of the roundabout apron was to pink, but it was agreed that the color was acceptable with the understanding that the pedestrian walkways will be a darker color.

**Discussion regarding colored concrete:** Discussion was held regarding the colors of the roundabout, the pedestrian walkways and the splitter islands with no changes made to the original selections.

**Roundabout at Grand River and Northeast Ring Road –Update.** Matt Quinn reported that the only property left is the property needed from the State of Michigan. As of the last conversation it was just the decision of which format the highway easement would be in, either a highway easement or a long-term lease. Mr. Quinn continued that the Rohrscheib condemnation suit has been filed and it will probably be challenged although possession of the land can be taken before a settlement is reached.

**Deceleration lane at Township Hall parking lot – Update and schedule.** Nicki Jeffries reported that the culvert extension is poured and is curing and the deceleration lane should be completed in two to four weeks.

**Update on appraisals and land purchases.** Matt Quinn stated that he is presenting the last two land purchases to the DDA members this evening. He would like approval of

the purchase agreements and they will be presented to the Board of Trustees at their October meeting. The closings will take place in October.

Mr. Quinn continued that he has been waiting for DLZ to finalize the design of the roundabout at Pontiac Trail and New Hudson Drive because this will determine what properties will be needed.

He stated that on the east end the only remaining property to be secured is the Patrick Allen property and that will need an appraisal. Once this is completed the property owners on the west end will be contacted.

**Lannie Young made a motion to approve as written the purchase agreement for the real property at 29700 Milford Road between Angela Rackov and Lyon Township for the purchase price of \$181,250.00. Tim Miner seconded the motion.**

**Roll call: Six (6) yes votes. Motion approved unanimously by members present.**

**Lannie Young made a motion to approve the purchase agreement for the real property at 29720 Milford Road between Edward K. and Sandra Schlacht and Lyon Township for the purchase price of \$171,875.00. Tim Miner seconded the motion.**

**Roll call: Six (6) yes votes. Motion approved unanimously by members present.**

Discussion regarding the purchase of the building at the southeast corner of Milford Road and Grand River took place and it was decided that a report of the DDA's cash flow should be presented at the next meeting. At that point additional property acquisitions will be examined.

**Update on Milford Road landscaping project. Completion and submittal of invoice. Proposed amendment to add plantings to improve floral presence.**

Dean Hay explained that the Milford Road planting is complete. The contractor will continue to water twice per week because of the late planting.

Jay Howie stated that there have been complaints from the Milford Road residents as to how this watering is being done.

Mr. Hay explained the watering method but stated that he will look into the watering procedure and with the exception of one of the trees he is concerned about all the trees are alive and doing well. He updated the committee on the condition of the individual trees, explained that they will be watered and assured the committee that there is a one-year warranty. At the end of the one year he will go through and make sure everything is healthy at that point.

Mr. Howie commented that he has heard many complaints about the flowers that were planted along Milford Road.

Mr. Hay responded that the complaint he has heard is about the spacing of the perennials and that they are too far apart. He explained that they were planted per the contract and could be closer together. The decision as to the number of plants was determined relative to budget concerns.

Extensive discussion took place regarding the plantings and whether additional plants should be added at this time. The committee decided that since the weather will be changing very shortly it would be best to wait until spring and see how the plants re-seed and establish themselves.

Mr. Hay explained that final payment for the Milford Road landscaping project is not due at this time.

**Proposal from McKenna Associates to develop a Vision Plan for New Hudson/Lyon Center.** Chris Doozan explained the need, due to many changes that have taken place recently, to re-visit the DDA Development Plan that was put in place in 2004.

He explained that a proposal was presented to this committee several months ago and the cost of it was believed to be beyond the reach of the DDA. The proposal has been reworked keeping the essential elements including the charrette process, which they feel is vitally important.

Courtney Miller of McKenna Associates explained that with input from the DDA they have taken a second look at the proposal and approached it in a different manner. It has been re-staffed in order to reduce the hourly rate and the communications plan has been scaled back. She stated that the plan has been simplified but remains a quality product.

At this point in the meeting Ms. Miller presented a power point presentation and touched upon all the important areas of the new proposal.

At the end of the presentation Jay Howie stated that he believes that through this process it will give the DDA the information to make better choices as to what is really appropriate for the community.

Lannie Young noted that this would be an opportunity to create a vision that will be acceptable to the community and will be marketable to the developers. It will allow Lyon Township to set the scale.

Discussion regarding the cost of the proposal took place along with questions as to whether the final cost is negotiable.

Although the DDA had very positive feelings about the proposal the majority of the members wanted some time to study the proposal before making a definite commitment.

This agenda item will be tabled until the October meeting.

It was also suggested that the committee visit the McKenna Office to look at the materials created at a charrette presented in another community.

**Payment of Bills.**

**Brian Wallace made a motion to pay San Marino Iron Company \$20,259.00 for the work done on the fencing in the New Hudson Cemetery. Tim Miner seconded the motion.**

**Roll call: Six (6) yes votes. Motion approved unanimously by members present.**

**Announcements. None**

**Biran Wallace made a motion to adjourn. Tim Miner seconded the motion. Motion approved. Meeting adjourned at 9:35 p.m.**

**Respectfully submitted**

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**Rose Case**  
**Recording Secretary**

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**Chris Doozan**  
**Interim DDA Director**