

Approved 3/10/09

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

**FEBRUARY 10, 2009
Meeting Minutes**

Chairman Jay Howie called the meeting to order at 7:05 p.m.

Members present included John Bell, Jay Howie, Tim Miner, Mark Mitra, Bryan Wallace, Tamra Ward & Lannie Young.

DDA member Troy Powe was absent.

Also present Chris Doozan, Interim DDA Director, Phillip Seymour, Township Attorney, Nikki Jeffries, Giffels Webster Engineers, John Hicks, Township Trustee.

Public Discussion, non-agenda items. Discussion regarding additional DLZ services took place. Lannie Young explained that a meeting was held between RCOC, DLZ, Nikki Jeffries, Jim Sharpe and himself. The purpose of the meeting was to establish dates to get the plans completed and approved so that the bonding process could commence. These dates are important to get the northeast ring road in place. Revisions to the splitter islands and a revision to the westbound exit geometry are required. Mr. Young stated that DLZ worked on these changes over the weekend so they can be submitted to the RCOC as soon as possible. These revisions are not to exceed \$7,500 and since no action can be taken this evening a special meeting will be set to approve these charges.

Approval of Agenda. Lannie Young made a motion to approve the agenda. Tamra Ward offered support for the motion, which was approved unanimously.

Approval of Prior Meeting Minutes: Tuesday, January 13, 2009 meeting. Tim Miner made a motion to approve the minutes of Tuesday January 13, 2009 with a minor spelling correction. John Bell offered support for the motion, which was approved unanimously.

Charrette Recap- Courtney Piotrowski. Chris Doozan gave a brief recap of what took place at the two-day Charrette. Mr. Doozan then read a letter that was presented to the DDA members by Ms. Piotrowski. This letter reviewed what suggestions and desires were expressed during the two-day event. In conclusion the letter presented a proposed schedule of meetings that should take place in working towards a final Vision Plan. After the letter was read the DDA members entered into discussion regarding its contents.

Township Strategic Position – Stefan Kogler. Chairman Howie stated that Stefan Kogler is presently in New York City. He noted that Mr. Kogler's next scheduled presentation should be on Strategic Positioning and that will probably take place next month.

Roundabout at Grand River and Northeast Ring Road – Update on meeting with RCOC. Nikki Jeffries stated that the meeting with the RCOC was a very productive meeting due to the fact that everyone involved with the project met together at one time. She explained that both DLZ and Giffels are working on the necessary changes and they will be submitted to the RCOC next week. When this is done the bidding process will begin in March and construction will begin in May.

Ms. Jeffries stated that the RCOC have the preliminary plans for the Southwest Ring Road, a few comments have come back and they hope to have the plans done fairly soon. She noted that they have been mainly concentrating on the Northeast Ring Road.

Lannie Young explained that in order to approve a Bond Resolution it is necessary to know how much the project will cost. The Financial Advisor then goes out on the bond market and sells the bonds. Mr. Young continued that it is necessary to have the money in hand several weeks before the beginning of the project. He then worked the time line backwards and stated that the DDA will have to hold a special meeting on March 24th and the Board will then meet on March 26th to approve the Bond Resolution. Taking all the necessary steps into consideration the 1st week in March becomes the deadline date for construction to begin in May.

Updates on appraisals and land purchases. Phillip Seymour updated the DDA members on progress or with the Roerscheib's stating that the appraisal on the property should be back shortly. He also informed the committee that the appraisal on the DJ Brick property is in progress.

Lannie Young stated that regarding the southwest properties Matt Quinn has been asked to submit a letter of good faith to the Lamb's for just the portion of property that the road will take up, not his whole piece. Mr. Young continued that the only other piece needed for the southwest segment of the ring road is the airport property and a letter is being sent to them outlining the DDA's offer to them. He noted that the only property remaining are the necessary pieces belonging to the Keeran and the Meadows families.

Considerable discussion took place regarding the Meadows property and whether it should be purchased in its entirety as an asset to the downtown area. Jay Howie stated that he has had discussions with the Meadows family regarding the sale of this property. He believes that ownership of this property would be of great value to the future downtown district as a possible location for a civic center, recreation center, etc.

Jay Howie questioned taking action this evening on the purchase of the Meadows property with concerns regarding the financing. Lannie Young responded that it first necessary to find out if the DDA members are in favor of this property purchase and if so he will work out the financing.

Some discussion took place regarding property at Grand River and Costello Drive with the decision made to continue discussion in Executive Session.

Tim Miner made a motion to proceed with the negotiations towards the purchase of the Meadows property. John Bell offered support for the motion.

Roll Call Vote: Six (6) yes votes One (1) no vote Motion approved.

Payment of Bills. Discussion regarding the procedure of how DDA bills are paid took place. Lannie Young stated that at future meetings an itemized statement of the previous monthly expenditures would be provided to the DDA members.

Announcements. No announcements.

Lannie Young made a motion to adjourn the regular monthly meeting of the DDA and enter into Executive Session of the DDA. Tamra Ward offered support for the motion, which was approved unanimously.

Lannie Young made a motion to close the Executive Session of the DDA and reopen the regular monthly meeting of the DDA. Tim Miner offered support for the motion, which was approved unanimously.

Mark Mitra made a motion to allow attorney Phillip Seymour to accept Case Evaluation as outlined in Executive Session on the Couch property. Tim Miner offered support for the motion.

Roll call vote: Seven (7) yes votes. Motion approved

Lannie Young made a motion to allow attorney Phillip Seymour to accept Case Evaluation as outlined in Executive Session on the Huffman property.

Roll call vote: Six (6) yes votes One (1) abstention Motion approved.

Tim Miner made a motion to present a good faith offer of up to \$200,000.00 for the parcel discussed in Executive Session located at Grand River and Costello Drive. Bryan Wallace offered support for the motion.

Roll call vote: Seven (7) yes votes Motion approved.

Bryan Wallace made a motion to adjourn. Tamra Ward offered support for the motion, which was approved unanimously.

Meeting adjourned at 8:20 p.m.

Rose Case

Chris Doozan

Recording Secretary

Interim DDA Director