

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

**Minutes of a Special Meeting Held on
February 12, 2009**

Chairman Jay Howie called the meeting to order at 6:35 p.m.

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

Members absent included Mark Mitra and Troy Powe..

Also present was Chris Doozan, Interim DDA Director.

Public Discussion – non-agenda items. There being no public in attendance, there was no public discussion.

DLZ Roundabout Design Amendment No. 5, Grand River Avenue/East Ring Road (\$7,500). Jay Howie explained that they went to the County Road Commission, and the staff asked for substantial changes to the plans. Lannie Young further noted that the letter from DLZ describes all of the changes required by RCOC, none of which were DLZ's fault. For example, he noted that the splitter islands must be extended to meet ADA requirements.

Lannie Young made a motion to approve DLZ Roundabout Design Amendment No.5 up to \$7,500, making the total amount of the contract \$105,917.23. Tim Miner offered support for the motion, which was approved unanimously.

John Bell asked if DLZ was going to designing the third roundabout. Lannie Young responded yes, they were well into the design.

McKenna Associates, Addition Services Under Existing Contract, bid administration for northwest roundabout landscaping (\$2,500). Chris Doozan explained that this contract was for bid and contract administration for the landscaping in the northwest roundabout. He noted that there was a June contract that covered only preparation of the plans and bid documents, but this is the next step in the process. Lannie Young further explained the process of contract administration and the expertise that Dean Hay has.

Bryan Wallace made a motion to approve the Addition Services Under Existing Contract bid administration to McKenna Associates in the amount of \$2,500. Tamra Ward offered support for the motion, which was approved unanimously.

Lannie Young then brought up the issue of the wall with entry sign, which might not be visible because of the chevron signs the Road Commission installed. Chris Doozan explained that Dean will get two bids, one with and one without the wall and sign, and the decision can be made after the bids are in.

The DDA briefly discussed the need to have the barrels removed at the northwest roundabout.

John Bell asked about the Gateway Plan and it was explained that the concepts in the Gateway Plan are being used in the roundabout landscape designs.

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

The meeting adjourned at 6:50 p.m.

Respectfully submitted,

Rose Case
Recording Secretary

Chris Doozan
Interim DDA Director