

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

SPECIAL MEETING MINUTES

TUESDAY, JANUARY 26, 2010

Chairman Jay Howie called the meeting to order at 7:03 p.m.

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

Members absent were Vince DeAngelis, Troy Powe, Bryan Wallace

Also present Chris Doozan, Interim DDA Director, Eric Lord, Giffels Webster Engineers

Public Discussion – non agenda items.

No discussion

Approval of the Agenda

Tamra Ward made a motion to approve the agenda as presented. Mark Mitra offered support for the motion, which was approved unanimously.

Discussion and Possible Approval of DLZ Contract Amendment#7, Traffic Study for Six Points Intersection and Optional Study for Grand River Avenue.

Lannie Young explained that the traffic study we have was completed in 2005 and is too old to be acceptable to RCOC and probably not accurate. After discussion with DLZ, a proposal was prepared, which was reviewed with RCOC to see what they thought of it.

Mr. Young continued that as part of the discussion the RCOC commented that they do not think the Lyon Center Drive/Milford Road intersection is working as well as they had hoped it would. Consequently, in this most recent proposal that intersection will be included in the study.

Mr. Young suggested looking at the top paragraph of the proposal and the three scenarios presented for an explanation of the proposal.

All members present indicated they had reviewed the proposal and understood it.

Jay Howie stated that he believes that this study is necessary and something we have to approve.

Lannie Young noted that he is not sure if the price is a good one and would like to figure out a way to monitor what they are doing possibly by getting a breakdown of their hourly rates.

Chris Doozan stated that he believed there were hourly rates in previous contracts with DLZ.

Discussion continued regarding the scope of work and the fees charged and other companies.

Eric Lord explained that you will see reference to the SYNCHRO model in the proposal and that has already been set up in the 2005 study and now they will just modify those numbers.

Lannie Young stated that the people at the RCOC seem to have a good confidence level with DLZ.

Mark Mitra noted that he has a limited understanding of what goes into a study like this but it seems like a lot of money.

Jay Howie had some concern about the optional fee and discussion took place regarding it.

Jay Howie requested that when the motion is made he would like it to include that the information from the study belongs to the township.

Eric Lord suggested giving a range of cost because what we are getting might be the high end of the range due to the fact that we are dealing with the RCOC.

John Bell made a motion to approve Task 1 and Task 2 of the DLZ Proposal dated January 19, 2010 for an amount not to exceed \$45,000.00 with ownership of the data compiled belonging to Lyon Township. Tamra Ward offered support for the motion.

Roll call: Ayes: John Bell, Jay Howie, Lannie Young, Mark Mitra, Tamra Ward, Tim Miner

Nays: None

Absent: Bryan Wallace, Vince DeAngelis, Troy Powe

Motion carried

Announcements

John Bell informed the DDA members that the color of the lettering on the roundabout wall has been changed and will be changed two more times before a decision on color is made.

Mr. Bell noted that an email will be sent out to the governing bodies and employees of the Township requesting that they respond to that email with their choice of color.

Mark Mitra made a motion to adjourn. John Bell offered support for the motion, which was approved unanimously. Meeting adjourned at 7:30 p.m.

Rose Case
Recording Secretary

Chris Doozan
Interim DDA Director

Bryan Wallace
DDA Secretary