

**LYON CHARTER TOWNSHIP  
DOWNTOWN DEVELOPMENT AUTHORITY  
and DEVELOPMENT AREA CITIZENS COUNCIL**

Tuesday, April 13, 2010, 7:00 p.m.  
Lyon Township Municipal Building  
58000 Grand River Avenue, New Hudson

1. Call to Order/Roll Call
2. Pledge of Allegiance
3. Approval of the Consent Agenda
4. Public Discussion, non-agenda items
5. Approval of the Agenda
6. Approval of Prior Meeting Minutes: *Tuesday, March 9, 2010*
7. **Committee Reports**
  - A. **Organization – Lannie Young**
    1. Monthly Update (meetings, actions taken, etc.)
    2. Update by Stefan Kogler
      - a. Calendar distribution (estimate enclosed from Innovative Marketing Services Inc., \$3,650)
      - b. Business cards and related materials
      - c. Web site design
      - d. Wayfinding proposal
    3. SEMCOG Grant Writing Workshop update
    4. DLZ proposal for additional services, amendment #10, Pontiac Trail at Lyon Center Drive, \$3,500
    5. Executive Director position
  - B. **Promotion – Troy Powe**
    1. Monthly Update (meetings, actions taken, etc.)
    2. Motion Picture Ordinance (copy from Matt enclosed)
    3. Update on Kite Festival
  - C. **Design – Tim Miner**
    1. Monthly Update (meetings, actions taken, etc.)
    2. Schedule for construction of SW ring road and roundabout project – Eric Lord
    3. Update on appraisals and land purchases – Matt Quinn
    4. Status Report regarding Grand River Streetscape Project
    5. Consider award of contract for landscaping of the northeast roundabout (bids opened April 8, so recommendation will be made at the meeting, bid tab enclosed)
    6. Landscape maintenance contract renewal

- a. Grand River Streetscape & Cemetery (Alana's Landscaping will maintain last year's price of \$4,000)

**D. Economic Restructuring – Mark Mitra**

1. Monthly Update (meetings, actions taken, etc.)
2. Report from the Michigan Economic Development Association Conference & Recommended Actions for the DDA
3. Sign, Façade and Development Grant Program
4. Meetings with developers to review plans

**Status Reports/Announcements**

1. **Replacement Plantings on Milford Road.** W. H. Canon has submitted a bid to Hartford to complete the work that Tom's Landscape was unable to complete. As soon as Hartford approves the bid the work replacements will be made.
2. **Lighting of the Wall at the Northwest Roundabout.** It is expected that the lighting adjustments will be made by the end of the month. Dean Hay will coordinate so that the landscaping is not disturbed.
3. **DLZ Monthly Progress Report #1 – Six Points Intersection & Grand River Ave. Traffic Study** (copy enclosed). Traffic Study is now completed (excerpt enclosed). Next step: submit traffic study to RCOC.
4. **Application for Recovery Zone Economic Development Bond** approved by Oakland County (will result in cost savings of about \$600,000)
5. **Township Board approved acquisition of the Champion building**
6. **ICSC Alliance Program**, April 22, Birmingham, MI (agenda enclosed)
7. **Tractor Supply Company** plans submitted to Planning Commission for review, needs Planned Development amendments.
8. **Agreement to Provide Professional Design Services for Design of a Park.** Milford Road East has approved a contract to have McKenna Associates design a park in the Lyon Towne Center where the storm water detention ponds are currently located, with significant local input.

**Adjournment**

**CONSENT AGENDA**

See Say & Do, invoice for Farmers Market Business Plan, \$950  
See Say & Do, AOR Fee, \$2,800  
See Say & Do, fee for testing black color on wall lettering, \$565  
Giffels-Webster Engineers, invoice for engineering services, \$44,454.25  
McKenna Associates, invoice for planning services, \$9,116.11  
McKenna Associates, invoice for streetscape services, \$2,730.00  
DLZ, invoice for traffic study, 6-points intersection, \$5,006.47  
Environmental Management, LLC, invoice for cleaning storm drains, \$690

**Invoices Paid – See attached**

*Please Note: If you are unable to attend this meeting please call the Township Hall (437-2240) as soon as possible so we are certain that we will have a quorum.*