

# LYON TOWNSHIP

DOWNTOWN DEVELOPMENT AUTHORITY

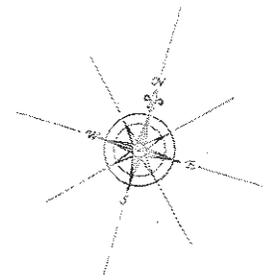
and

DEVELOPMENT CITIZENS COUNCIL

Tuesday, August 9, 2011

7:00 pm

Lyon Township Municipal Building  
58000 Grand River Avenue, New Hudson



1. Call to Order Regular Meeting/Roll Call:

_____ Bell	_____ DeAngelis	_____ Howie
_____ Miner	_____ Mitra	_____ Powe
_____ Wallace	_____ Ward	_____ Young

2. Pledge of Allegiance

3. Public Discussion, non-agenda items

4. Approval of Prior Meeting Minutes: *July 12, 2011*

5. Approval of Consent Agenda: (Item #10 below is reserved for any items removed from the Consent Agenda for action or discussion)

6. Approval of Agenda

7. Action Items:

A. Old Business

- 1) Wayfinding Project: *Discussion and possible action to approve and distribute the Wayfinding Signage bid packet prepared by CDPA.*
- 2) Costello Building: *Discussion and possible action to authorize the preparation and distribute an RFP for a Feasibility Study of the Costello Building based on a recommendation from members of the Economic Restructuring and Promotion Committees.*
- 3) Mission Statement: *Discussion and possible action to adopt revisions to the DDA Mission Statement, based on a recommendation from the Organization Committee.*

B. New Business

- 1) Art in the Park: *Discussion and possible action regarding the installation of the sculpture.*
- 2) Oakland County Prosper Magazine: *Discussion and possible action regarding the next steps for the DDA's two-page spread in the 2012 Oakland County Prosper Magazine.*
- 3) New Hudson Cemetery Fence Maintenance: *Discussion and possible action regarding maintenance of the decorative fencing at the New Hudson Cemetery along Milford Road.*

8. Reports/Announcements:

- A. Grand River Sewer Project: *Status report regarding schedule/bids/contract award/construction of the sanitary sewer – Nikki Jeffries*
- B. SW Roundabout Landscape Project: *Status report regarding schedule/bid package/contract award/construction for the southwest roundabout landscape project – Nikki Jeffries*
- C. LED Streetlight Retrofit: *Status of grant application – Nikki Jeffries*
- D. DTE Energy Utility Bills: *Report by Michelle Aniol regarding a credit the DDA has from DTE for the SW Ring Road streetlights.*

- E. Form Based Code Workshop: *Status report – Michelle Aniol*
- F. Future Park Design: *Status report - Michelle Aniol*
- G. Monthly Budget Report: *Michelle Aniol*

9. Committee Information and Updates

- A. Economic Restructuring: *Economic Development Strategy Update - Mark Mitra.*
- B. Promotion: *Winter Fest Updates- Troy Powe*
- C. Design: *Jay Eldridge*
- D. Organization: *Jay Howie*

10. Items Removed From the Consent Agenda For Action or Discussion

11. Outstanding Items/Issues – No Action/No Discussion

- A. Sidewalk Extension on east side of Milford Road
- B. Developers Review of Vision Plan
- C. Website Management Training
- D. New Hudson Road Abandonment
- E. Main Street Oakland County Mentor Program

12. Adjournment

Consent Agenda

i.	DTE Energy, Grand River Streetlights, Invoice received, Aug 2, 2011:.....	\$105.07
ii.	DTE Energy, Lyon Center Drive East Streetlights, Invoice received, Aug 2, 2011:.....	\$152.75
iii.	Environmental Management, maintenance in the DDA District, Invoice dated, Aug 1, 2011:.....	\$325.00
iv.	Oakland County Treasurer, Tax Tribunal, Invoice dated, Jul 31, 2011:.....	\$1,425.30
v.	Reprographics One, Inc., Print new marketing brochure (250 qty), Invoice dated, Jul 18, 2011:.....	\$482.00
vi.	Progressive Irrigation, Lawn care and landscape maintenance, Invoice dated, Jul 11, 2011:.....	\$1,895.00
vii.	John Hicks, Expense Report, dated Jul 5, 2011: .....	\$14.28
viii.	Michelle Aniol, Expense Report, dated Aug 1, 2011:.....	\$72.32
ix.	Costco, Membership renewal, receipt dated, Jul 12, 2011:.....	\$150.00
x.	MEDA, annual dues for Jay Howie, receipt dated, Jul 15, 2011:.....	\$240.00
xi.	Brien’s Services, lawn maintenance of DDA property, invoice dated, Jul 27, 2011:.....	\$50.00
xii.	Brien’s Services, lawn maintenance of DDA property, invoice dated, Jul 27, 2011:.....	\$75.00
xiii.	Brien’s Services, lawn maintenance of DDA property, invoice dated, Jul 27, 2011:.....	\$125.00
xiv.	Sinacori Landscaping, NE Roundabout repairs, Invoice dated, Jul 28, 2011:.....	\$12,445.00
xv.	Robinson Fencing, SW Ring Road Project, Invoice dated, Jul 28, 2011:.....	\$4,092.00
xvi.	Oakland County One-Stop Shop, Zip code map for website, Invoice dated, Jul 21, 2011:.....	\$145.00
xvii.	Oakland County One-Stop Shop, Aerial Photo of NE quadrant of Ring Road, Invoice dated, Jul 21, 2011: .....	\$70.00
xviii.	See, Say, and Do, LLC, Brochure redesign, Invoice dated, Jul 21, 2011:.....	\$700.00
xix.	GQS, Legal Services, SW Ring Road Project, Invoice dated, Jul 14, 2011:.....	\$61.00
xx.	GQS, Legal Services for DDA, Invoice dated, Jul 14, 2011:.....	\$457.50
xxi.	GWE, SW Ring Road Contract Administration, Invoice dated, July 1, 2011:.....	\$690.00
xxii.	GWE, DDA Engineering Services, Invoice dated, July 1, 2011:.....	\$368.00
xxiii.	GWE, Grand River Streetscape (Sewer) Design Services, Invoice dated, July 1, 2011:.....	\$11,792.00

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Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the Clerk’s Office at (248) 437-2240, at least forty-eight hours prior to the meeting. Our staff will be please to make the necessary arrangements.