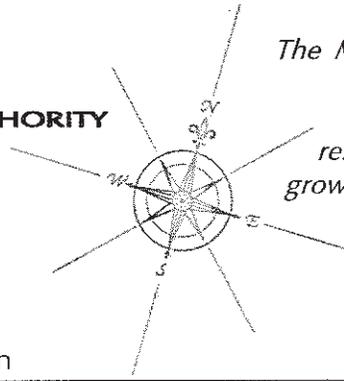


LYON TOWNSHIP

DOWNTOWN DEVELOPMENT AUTHORITY and DEVELOPMENT CITIZENS COUNCIL

Tuesday, September 13, 2011
7:00 pm

Lyon Township Municipal Building
58000 Grand River Avenue, New Hudson



*The Mission of the Lyon Township DDA
is to assist public and private
development efforts; to stimulate
residential, commercial and industrial
growth and create a vibrant community
where people live, work and play.*

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 and August 9, 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) Flag Design: *Discussion and possible action regarding the design of a new Township Flag, based on a recommendation by the Design Committee.*

B. New Business

- 1) Michigan Festivals and Events: *Discussion and possible action to authorize two representatives to attend the 19th Annual Michigan Festivals and Events conference in Kalamazoo in an amount not to exceed \$800, based on a recommendation of the Promotion Committee.*
- 2) Park and Recreation Master Plan Update: *Discussion and possible action to participate with the Township Board in updating the Park and Recreation Master Plan.*
- 3) Historic Photograph Lending Program: *Discussion and possible action to prepare historic photographs for businesses to display, in an amount not to exceed \$450, and allow businesses to borrow the photographs for a limited period of time.*
- 4) Business Welcome Initiative: *Discussion and possible action to approve up to \$500 to implement the Business Welcome Initiative.*
- 5) SW Roundabout Landscape Contract: *Discussion and possible action to award a contract.*

8. Reports/Announcements:

- A. MEDA Annual Conference: Report - Jay Howie, Tamra Ward and Michelle Aniol
- B. Website Update: Report regarding the status of email and newsletters, search engine capabilities and seasonal color change by Chriss Roberts.
- C. eCities Study: Report - Michelle Aniol
- D. Grand River Sewer Project: Status report regarding schedule/bids/contract award/construction of the sanitary sewer – Nikki Jeffries
- E. Form Based Code Workshop: Report - Chris Doozan and Jay Howie
- F. New Hudson Road Abandonment: Report - Lannie Young
- G. Oakland County Prosper Magazine: Report - Michelle Aniol
- H. Future Park Design: Status report – Lannie Young
- I. 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. New Hudson Cemetery Fence Maintenance – awaiting estimates
- B. Sidewalk Extension on east side of Milford Road
- C. Developers Review of Vision Plan
- D. Website Management Training
- E. Main Street Oakland County Mentor Program

12. Adjournment

Consent Agenda

i.	DTE Energy, Grand River Streetlights, Invoice received, Aug 30, 2011:	\$120.58
ii.	DTE Energy, Lyon Center Drive East Streetlights, Invoice received, Aug 30, 2011:	\$128.31
iii.	Progressive Irrigation, Lawn care and landscape maintenance, Invoice dated, Aug 9, 2011:	\$400.00
iv.	Brien’s Services, Lawn care, Invoice No., 2258:	\$100.00
v.	Brien’s Services, Lawn care, Invoice No., 2259:	\$50.00
vi.	Brien’s Services, Lawn care, Invoice No., 3184:	\$125.00
vii.	Brien’s Services, Lawn care, Invoice No, 3717:	\$75.00
viii.	Brien’s Services, Lawn care, Invoice No., 3718:	\$50.00
ix.	Brien’s Services, Lawn care, Invoice No., 3724:	\$50.00
x.	Michelle Aniol, Expense Report dated, Sept 6, 2011:	\$312.20
xi.	John Bell, Kite Festival Expense Report dated, July 5, 2011: :	\$55.00
xii.	Jay Howie, Expense Report dated, Aug 31, 2011: :	\$329.73
xiii.	Costco, printing of historic photos on mounted boards, receipt dated, :	\$194.87
xiv.	CB Clark, Michigan Flags, receipt dated, Aug 16, 2011:	\$129.00
xv.	Metro Imaging, Printer repair, Invoice dated, Aug 5, 2011:	\$233.00
xvi.	Sinacori Landscaping, NE Roundabout repairs, Final Invoice dated, Aug 10, 2011:	\$2,875.00
xvii.	Goretski Construction, Sidewalk Extension Project (final payment), Correspondence dated, Aug 24, 2011:	\$4,000.00
xviii.	Volk Corporation, DDA Stamp, Invoice dated, Aug 31, 2011:	\$32.44

xix. Volk Corporation, Name plates, Invoice dated, June 30, 2011:.....	\$52.35
xx. Michigan Festivals and Events Assoc., Annual Dues, Invoice dated, Aug 25, 2011:.....	\$160.00
xxi. Costco, historic photo reproduction, receipt dated, Aug 29, 2011:.....	\$62.99
xxii. Quill, printer ink, receipt dated, Aug 31, 2011:.....	\$116.93
xxiii. GQS, Legal Services, SW Ring Road Project, Invoice dated, Aug 16, 2011:.....	\$194.50
xxiv. GQS, Legal Services for DDA, Invoice dated, Aug 16, 2011:.....	\$1,189.50
xxv. GWE, SW Ring Road Contract Administration, Invoice dated, Aug 5, 2011:.....	\$736.00
xxvi. GWE, DDA Engineering Services, Invoice dated, Aug 5, 2011:.....	\$1,096.00
xxvii. GWE, SW Roundabout Landscaping, Invoice dated, Aug 5, 2011:.....	\$1,042.00
xxviii. GWE, NE Ring Road, As-Built plans, Invoice dated, Aug 5, 2011:.....	\$1,564.00
xxix. GWE, Grand River Streetscape (Sewer) Design Services, Invoice dated, Aug 5, 2011:.....	\$7,126.00
xxx. GWE, Future Park Concept, Invoice dated, Aug 5, 2011:.....	\$0.00
xxxi. McKA, Professional Planning Services, Invoice dated, Sept 2, 2011:.....	\$351.00

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.