

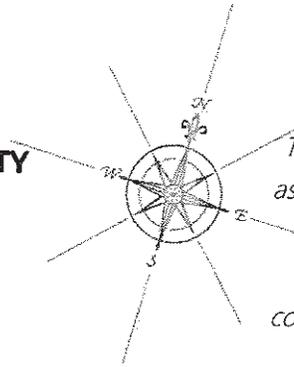
LYON TOWNSHIP

DOWNTOWN DEVELOPMENT AUTHORITY and DEVELOPMENT CITIZENS COUNCIL

Wednesday, November 9, 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: October 11, 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) Automation Alley: Presentation by Sharon Blumeno, followed by a discussion and possible action to re-join Automation Alley.
- 2) Form-Based Code: Presentation by McKenna Associates, followed by a discussion and possible action to approve a proposal by McKenna Associates to amend the zoning ordinance and prepare a form-based for downtown New Hudson, the Township's central business district.
- 3) 2011 & 2012 Budget: Discussion and possible action regarding the amended 2011 DDA Budget and proposed 2012 DDA Budget.
- 4) Sign Grant: Discussion and possible action to amend the sign grant guidelines and to close-out Kennedy Industries Sign Grant.
- 5) Grand River Sewer: Discussion and possible action regarding grinder pumps costs.
- 6) Parks and Recreation Plan Update: Discussion and possible action to approve written scope of work to update the Parks and Recreation Plan and to participate with the Township in an amount not to exceed \$4,928.50.
- 7) Wayfinding Sign Bid Project: Discussion and possible action regarding bid proposals.

B. New Business

- 1) Duncan Development Grant Application: Discussion and possible action regarding a development grant application submitted by Tom Duncan for property at 30101 Lyon Center Dr E.
- 2) DDA Bylaws: Discussion and possible action to update DDA Bylaws regarding Committee chair appointments.

- 3) Pontiac Trail Gateway: Discussion and possible action regarding the completion of the Pontiac Trail gateway (i.e. SW Roundabout).

8. Reports/Announcements:

- A. Reappointment of DDA Board members: Update Lannie Young
- B. Southwest Roundabout Landscaping: Update by Nikki Jeffries
- C. Expansion of Welcome to Lyon Initiative: Update John Bell
- D. Website Update: Report by Lannie Young
- E. Building Permits: 21 single-family residential building permits were issued in October. Total YTD: 171.

9. Committee Information and Updates

- A. Economic Restructuring: Mark Mitra
- B. Promotion: Winter Fest Updates- Troy Powe
- C. Design: Flag Update – Michelle Aniol
- 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
- F. New Hudson Road Abandonment

12. Adjournment

Consent Agenda

i.	2011 MFEA 19 th Annual Convention, John Bell/Jim Chuck Registration, Oct. 2011:	\$270.00
ii.	MEDA 2011 Fall Program, Michelle Aniol Registration dated, Oct. 21, 2011:	\$80.00
iii.	MEDA 2011 Fall Program, Patricia Carcone Registration dated, Oct. 21, 2011:	\$80.00
iv.	Michigan Downtown Assoc., Michelle Aniol Registration dated, Oct. 21, 2011:	\$35.00
v.	Arbor Springs Water Co., Invoice dated, Nov. 1, 2011:	\$5.75
vi.	Walmart, Historic Photo Lending, Trans. # 03322:	\$168.00
vii.	Walmart, Historic Photo Lending, Trans. # 02851:	\$29.68
viii.	Walmart, Historic Photo Lending, Trans. # 07106:	\$42.00
ix.	Walmart, CD's, Receipt dated, Nov. 1, 2011:	\$49.96
x.	Sam's Club, CD's and Photo Paper, Receipt dated, Nov. 2, 2011:	\$52.65
xi.	Costco, Business Welcome Program, Receipt dated, Sept. 20, 2011:	\$8.95
xii.	Costco, Historic Photo Lending, Receipt dated, Oct. 10, 2011:	\$5.99
xiii.	Costco, Historic Photo Lending, Receipt dated, Sept. 20, 2011:	\$65.89
xiv.	Costco, Historic Photo Lending, Receipt dated, Aug. 29, 2011:	\$62.99
xv.	Office Express, Office supplies, Order dated, Oct. 17, 2011:	\$5.29
xvi.	Office Express, Business Welcome Program, Invoice dated, Sept. 16, 2011:	\$23.98
xvii.	Main Street Art, Historic Photo Gallery, Receipt dated, Sept. 13, 2011:	\$90.00
xviii.	Milford Trophies & Engraving, Historic Photo Gallery, Receipt dated, Sept. 15, 2011:	\$82.50
xix.	Quill, Office supplies, Invoice dated, Aug. 30, 2011:	\$5.93
xx.	Quill, Business Welcome Program, Invoice dated, Sept. 2, 2011:	\$8.98
xxi.	Quill, Printer Ink for Photographer, Invoice dated, Nov. 1, 2011:	\$80.95

xxii.	Quill, Printer Ink for Photographer, Invoice dated, Nov. 1, 2011:	\$41.38
xxiii.	Andrew E. Meisner, Tax Refunds, Invoice dated, Oct. 31, 2011:	\$11,235.29
xxiv.	UPS Store, Kite Festival, Receipt dated, Sept. 23, 2011:	\$42.76
xxv.	Jennifer R. Duncan, Winterfest Marketing, Invoice received Oct., 2011:	\$200.00
xxvi.	DTE Energy, Grand River Streetlights, Invoice received, Oct. 29, 2011:	\$136.14
xxvii.	DTE Energy, Lyon Center Drive East Streetlights, Invoice received, Nov. 1, 2011:	\$225.58
xxviii.	DTE Energy, New Hudson Drive West Streetlights, Invoice received, Nov. 1, 2011:	199.84
xxix.	Progressive Irrigation, Inc., Invoice dated, Sept. 7, 2011:	\$425.00
xxx.	WRC, NE Roundabout Sprinkler, Invoice received, Oct. 11, 2011:	\$86.54
xxxi.	WRC, NW Roundabout Sprinkler, Invoice received, Oct. 11, 2011:	\$85.21
xxxii.	RCOC, Traffic Signal Maintenance, Invoice dated, Oct. 18, 2011:	\$572.70
xxxiii.	Steinhart, Pesick & Cohn, Huffman Attorney Fees-NE RR, Letter dated, Jan. 15, 2011:	\$18,900.00
xxxiv.	Monaghan, PC, Attorney fees-quit claim deed for SW RR Project, Letter dated, Oct. 19, 2011:	\$432.00
xxxv.	Vanguard Title, Abstract/Title Search SW RR Project, Invoice dated, May 29, 2009:	\$175.00
xxxvi.	Sinacori Landscaping, SW RND Landscaping, Pay Estimate No. 1 dated, Oct. 10, 2011:	\$10,000.00
xxxvii.	GQS, Legal Services for DDA, Invoice dated, Oct. 18, 2011:	\$1,139.00
xxxviii.	GQS, Legal Services, SW Ring Road Project, Invoice dated, Oct. 18, 2011:	\$61.00
xxxix.	GWE, DDA Engineering Services, Invoice dated, Sept. 28, 2011:	\$322.00
xl.	GWE, DDA Engineering Services, Invoice dated, Oct. 26, 2011:	\$414.00
xli.	GWE, Grand River Streetscape (Sewer) Design Services, Invoice dated, Sept. 28, 2011:	\$5,745.00
xlii.	GWE, Grand River Streetscape (Sewer) Design Services, Invoice dated, Oct. 26, 2011:	\$5,432.00
xliii.	GWE, NE Ring Road, Construction Admin., Invoice dated, Oct. 26, 2011:	\$1,400.00
xliv.	GWE, SW Ring Road Contract Administration, Invoice dated, Sept. 28, 2011:	\$1,500.00
xlv.	GWE, SW Ring Road Contract Administration, Invoice dated, Oct. 26, 2011:	\$2,606.00
xlvi.	GWE, SW Roundabout Landscaping Project, Invoice dated, Sept. 28, 2011:	\$2,483.00
xlvii.	GWE, SW Roundabout Landscaping Project, Invoice dated, Oct. 26, 2011:	\$1,996.00
xlviii.	McKenna Associates, Professional Planning Services, Invoice dated, Oct. 4, 2011:	\$2,230.00

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.