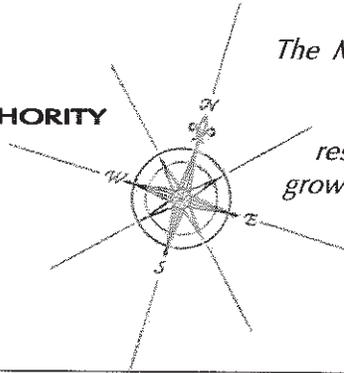


# LYON TOWNSHIP

DOWNTOWN DEVELOPMENT AUTHORITY  
and  
DEVELOPMENT CITIZENS COUNCIL

Tuesday, December 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      \_\_\_\_\_ Wallace  
\_\_\_\_\_ Ward      \_\_\_\_\_ Young

## 2. Pledge of Allegiance

## 3. Public Discussion, non-agenda items

## 4. Approval of Prior Meeting Minutes:

A. **Regular Meeting** November 9, 2011

B. **Special Meeting** November 22, 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. **Presentation:** Kimberly Thompson, Executive Director, Chamber of Commerce for the South Lyon Area.

## 8. Action Items:

### A. Old Business

1) DDA Bylaws: Discussion and possible action to update the DDA Bylaws regarding Committee Chair appointments (Tabled at November 9, 2011 meeting).

### B. New Business

1) Surveying Services for Wayfinding Sign permit: Discussion and possible action regarding a proposal from GWE to provide surveying services for the DDA's new Wayfinding signs.

## 9. Reports/Announcements:

A. Grand River Sewer Project: Status report regarding construction schedule for installation of the sanitary sewer – Nikki Jeffries

B. eCities Report Card: Presentation of the eCities community honor and best practices report cards-Michelle Aniol

C. Website Update: Report by Michelle Aniol.

D. NE Roundabout Insurance Claim: A check from the insurance company reimbursing the DDA for the repairs to the NE Roundabout (following the accident this past Memorial Day weekend has been forwarded to the Treasurer's office for deposit in the DDA account. The amount of the check was \$17,340.

E. Park and Recreation Plan Update: Contract has been signed. Next steps: Chris Doozan.

F. Form Based Code Workshop: Contract has been signed. Next steps: Chris Doozan

G. Welcome to Lyon Initiative Report by John Bell

H. Historic Photo Lending Program: Report by John Bell

- I. Monthly Budget Report: Michelle Aniol
- J. Building Permits: Report by John Bell/Michelle Aniol

**10. Committee Information and Updates**

- A. Economic Restructuring: DDA Incentive Programs update - Mark Mitra.
- B. Promotion: Winter Fest Updates- John Bell
- C. Design: Jay Eldridge
- D. Organization: Jay Howie

**11. Items Removed From the Consent Agenda For Action or Discussion**

**12. 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

**13. Adjournment**

<b>Consent Agenda</b>			
<b>No.</b>	<b>Description</b>	<b>Invoice/Project No.</b>	<b>Amount</b>
i.	MEDA Fall Program Registration		\$150.00
ii.	CPIX Membership	6340	\$675.00
iii.	McKenna	87002B	\$2,478.61
iv.	Sam's Club		\$55.12
v.	Office Express	80214	\$20.98
vi.	Costco		\$71.88
vii.	Nathan Mueller	2149	\$100.00
viii.	DTE Energy	2546 825 0010 6	\$219.29
ix.	DTE Energy	2546 825 0011 4	\$245.53
x.	DTE Energy	2546 824 0007 5	\$157.36
xi.	Alana's Landscaping, LLC	1355	\$425.00
xii.	Gabe, Quinn & Seymour	G99-00036-MCQ	\$441.00
xiii.	Gabe, Quinn & Seymour	G09-00027-MCQ	\$475.00
xiv.	Southwest Roundabout Pay Estimate #3: Sinacori Landscaping	GWE #15955.4	\$8,039.36
xv.	Giffels-Webster Engineers	102555	\$276.00
xvi.	Giffels-Webster Engineers	102556	\$1,910.00
xvii.	Giffels-Webster Engineers	102557	\$368.00
xviii.	Giffels-Webster Engineers	102558	\$8,369.00
xix.	Giffels-Webster Engineers	102559	\$2,284.00
xx.	Michelle Aniol	Nov-Dec Expenses	\$392.32
<b>Total:</b>			<b>\$27,153.45</b>

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.