



and
DEVELOPMENT AREA CITIZENS COUNCIL

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.

AGENDA
Tuesday, August 14, 2012
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
_____ Szerlag _____ Wallace _____ Ward _____ Young

2. Pledge of Allegiance

3. Public Discussion, non-agenda items

4. Approval of Prior Meeting Minutes: *Regular Meeting July 10, 2012*

5. Approval of Consent Agenda: (Item #11 below is reserved for any items removed from the Consent Agenda for action or discussion)

6. Approval of Agenda

7. Presentations: *Annual Report to Oakland County*

8. Action Items:

A. Old Business

- 1) Farmers' Market: *Discussion and possible action to authorize an additional \$2000 for marketing of the Farmers' Market, based on a recommendation from the Promotion Committee.*
- 2) DDA Property Information Signs: *Continued discussion and possible action to award contract for fabricating and installing informational signs on various DDA owned property, to promote development opportunities.*
- 3) Township Flag: *Discussion and possible action regarding the next steps to develop a redesigned township flag, based on the comments of the Township Board.*

B. New Business

- 1) Chamber Breakfast: *Discussion and possible action to approve sponsorship of a Business Breakfast with the Chamber of Commerce for the South Lyon Area on November 16, 2012.*
- 2) Prosper Profile: *Discussion and possible action to approve the content for the 2013 Prosper Magazine, based on a recommendation from the Promotion Committee.*

9. Reports/Announcements:

- A. ICSC Follow-up: *Michelle Aniol, John Bell, Jay Howie*
- B. Wayfinding Sign Project: *Michelle Aniol*
- C. Grand River Streetlight Retrofit: *Contract signed; Lannie Young and Nikki Jeffries to meet with Rauhorn Electric regarding test lights.*
- D. Form Based Code Ordinance: *Organization Committee met with Chris Doozan and Adrianna Jordan on July 12th. Next meeting to be scheduled in approximately 2 weeks.*
- E. Property Acquisition: *Vincenti property Phase I Environmental Study underway.*

- F. Welcome to Lyon Initiative: *John Bell- Next presentation: October-Brenda Smith*
- G. Historic Photo Lending Program: *John Bell*
- H. Monthly Budget Report: *Board could begin discussion of the FY 2013 Budget at its September meeting.*
- I. Building Permits: *185 single family residential building permits have been issued through July 31, 2012. Last year the township issued 107 permits during this same time period (increase of 72%).*
- J. Board Member Comments/Announcements:

10. Committee Information and Updates

- A. Economic Restructuring: *Mark Mitra*
- B. Promotion: *Tamra Ward*
- C. Design: *Tim Miner*
- D. Organization:
 - 1) *Social Media Policy- Organization Committee met 7-25. Committee to review examples of website and social media policies from Ferndale and Novi. Michelle Aniol will research how other communities use website and social media to promote businesses.*

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

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

- A. Website Management Training
- B. Milford Road Improvement Project-Recommendation anticipate from Design Committee for September meeting
- C. Master Plan- John Bell and Michelle Aniol reviewing Plan for non-substantive changes.

13. Adjournment

Consent Agenda

Consent Agenda-August 14, 2012

No.	Vendor	Description	Invoice/ Project No.	Amount
i.	John Bell	Mileage and Parking Reimbursement		\$46.63
ii.	Michelle Aniol	Expense Report		\$348.81
iii.	Michelle Aniol	Phone Stipend-July		\$50.00
iv.	John's Sanitation	Porta-Potty for Farmers Market	33821	\$125.00
v.	DTE Energy	Grand River Streetlights	254682400075	\$230.94
vi.	DTE Energy	New Hudson Dr W Streetlights	254682500114	\$257.52
vii.	DTE Energy	Lyon Center Dr. E.	254682500106	\$173.55
viii.	Seven-7 Graphics, LLC	ICSC Brochure and Marketing Material	856652	\$2,740.00
ix.	Universal Sign Systems	Wayfinding Signage-Municipal Complex	16601	\$277.50
x.	Gabe, Quinn & Seymour	Professional Legal Srvs	G99-00036-MCQ	\$1,039.00
xi.	GWE	Professional Engineering Srvs	103489	\$972.00
xii.	GWE	Grand River Sewer Contract Admin	103490	\$3,132.00
xiii.	GWE	Grand River Streetscape-RCOC mtg.	103492	\$756.00
xiv.	GWE	Grand River Streetlight Retrofit	103491	\$108.00
xv.	C&E Construction Co.	Pay Estimate #6: GR Sewer	17903.01	\$11,340.40
xvi.	Dino's Landscaping	Lawn Mowing and Landscape Main. Srvs.	2155/2012	\$2,286.25
xvii.	Costco	Historic Photo Gallery (Frame)		\$17.97
xviii.	Costco	Snack for One Stop Ready Mtg w/ OC		\$21.97
xix.	Staples	Multi Pocket Holder		\$17.79
xxx.	Costco	Frames, Historic Photo Lending Program		\$11.98
xxxi.	Costco	Frames, Historic Photo Lending Program		\$11.98

xxxii.	Costco	Frames, Historic Photo Lending Program		\$23.96
xxxiii.	Costco	Frames, Historic Photo Lending Program		\$17.97
xxxiv.	Costco	Membership		\$165.00
xxxv.	Office Depot	office supplies		\$8.98
xxxvi.	Total Lawn Care	Tree Maintenance-New Hudson Dr W		\$280.00
xxxi.	Oakland County	Heritage Conference		\$140.00
			Subtotal:	\$24,181.20

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.