



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, September 11, 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 August 14, 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: *None*

8. Action Items:

A. Old Business

- 1) Property Acquisition-Vincenti Property: *Discussion and possible action to approve work orders for 1) a Phase II ESA, 2) completion of a comprehensive hazardous materials inspection and create inventories of hazardous materials in preparation for building demolition, and 3) the removal of an underground storage tank.*

B. New Business

- 1) Grand River Low Pressure Sewer-Contract Modification 2: *Discussion and possible action to approve contract modification 2.*
- 2) Chamber Art Project: *Discussion and possible action to consider participating in an Art Project called "Lyon Around," which would be organized by the Chamber of Commerce for the South Lyon Area.*
- 3) Michigan Festival and Events Annual Conference: *Discussion and possible action to send two people to the MFEA's Annual Conference.*
- 4) Four Seasons Garden Club: *Discussion and possible action to present a certificate of appreciation to the Four Seasons Garden Club at the DDA Business Breakfast on November 16th, for maintenance of the roundabout landscaping.*
- 5) Automation Alley 12th Annual Awards Gala: *Discussion and possible action to send 2-4 people to the 12th Annual Automation Alley Awards Gala in support of Pratt & Miller, which is nominated for the Technology Company of the Year.*
- 6) Northeast Roundabout Repairs: *Discussion and possible action regarding repairs to the Northeast Roundabout.*
- 7) Retail Development Assistance: *Discussion and possible action to consider inviting Sharon Woods to present the case for conducting a market study of the New Hudson Hamlet at the next DDA meeting.*

9. Reports/Announcements:

- A. MEDA Annual Meeting Follow-up: Jay Howie, Tamra Ward, and Michelle Aniol
- B. Wayfinding Sign Project: Michelle Aniol
- C. Grand River Streetlight Retrofit: Nikki Jeffries
- D. Form Based Code Ordinance: Organization Committee met with Chris Doozan and Adrianna Jordan on July 12th. Date of 2nd meeting TBD.
- E. Welcome to Lyon Initiative: John Bell- Next presentation: October-Brenda Smith
- F. Historic Photo Lending Program: John Bell
- G. Monthly Budget Report: Supervisor Young will present a draft Budget for FY 2013 at the October meeting.
- H. Building Permits: 221 single family residential building permits have been issued through August 31, 2012. Last year the township issued 128 permits during this same time period (increase of 73%).
- I. Board Member Comments/Announcements:

10. Committee Information and Updates

- A. Economic Restructuring: Mark Mitra-Meeting scheduled for September 5th re: Market Study
- 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**

No.	Vendor	Description	Invoice/ Project No.	Amount
i.	ICSC	Michigan Retailers Breakfast		\$45.00
ii.	Michelle Aniol	Expense Report		\$502.71
iii.	ICSC	Membership		\$100.00
iv.	Quill	Printer Ink		\$137.43
v.	Office Depot	Office supplies		\$8.98
vi.	John's Sanitation	Farmers Market Porta John	34068	\$125.00
vii.	The Creative Chameleon	Graphic design services for Winterfest		\$49.00
viii.	Jennifer Duncan	Graphic design services for Winterfest		\$49.00
ix.	DTE Energy	Grand River Streetlights	254682400075	\$264.10
x.	DTE Energy	New Hudson Dr W Streetlights	254682500114	\$256.28
xi.	DTE Energy	Lyon Center Dr. E Streetlights	254682500106	\$172.72
xii.	Dino's Landscaping	Lawn Mowing and Landscape Main. Svcs.	2075/2012	\$164.00
xiii.	AMEC	Phase I ESA-Vincenti Property	H06100180	\$1,800.00

xiv.	Gabe, Quinn & Seymour	Professional Legal Services	G99-00036-MCQ	\$396.50
xv.	Total Lawn Care, Inc	Roundabout Sprinkler Maintenance and Srvc.	50232	\$387.50
xvi.	GWE	Professional Engineering Services	103621	\$756.00
xvii.	GWE	Grand River Sewer Contract Admin.	103624	\$931.00
xviii.	GWE	NE Ring Road Construction Admin.	103623	\$648.00
xix.	C&E Construction Co.	Pay Estimate No. 7 & Contract Modification No. 4: Grand River Low Pressure Sanitary Sewer	17903.01	\$13,767.60
xxx.	Michigan Fesitvals and Events	Annual Conference Registration-Jim Chuck		\$150.00
xxxi.	GWE	Vincenti Property Survey	103738	\$2,975.26
Subtotal:				\$23,686.08

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.