

**Charter Township of Lyon**

**Downtown Development Authority  
And Development Council**

**Tuesday April 9, 2013**

**Regular Meeting Minutes**

Chairman Jay Howie called the meeting to order at 7:02 p.m.

**Members Present:** Jay Howie  
John Bell  
Vince DeAngelis  
Mark Szerlag  
Tamra Ward  
Lannie Young

**Absent:** Tim Miner  
Bryan Wallace

**Also Present:** Michelle Aniol, DDA Administrator/Economic Development Coordinator,  
Chris Doozan, Township Planner/McKenna Associates. Nikki Jeffries,  
Township Engineer/Giffels Webster

**Guests:** Six (6)

**3. Public Discussion, non agenda items**

None

**4. Approval of Prior Meeting Minutes**

**Vince DeAngelis made a motion to approve the Regular Meeting Minutes of March 12, 2013 after changing the word “backburner” to “table”. Tamra Ward offered support for the motion, which was approved unanimously.**

**5. Approval of Consent Agenda**

**Lannie Young made a motion to approve the Consent Agenda of April 9, 2013 in the amount of \$9704.13 as presented. Vince DeAngelis offered support for the motion, which was approved unanimously by roll call vote.**

**Roll call: Ayes: Tamra Ward, Lannie Young, Jay Howie, John Bell,  
Vince DeAngelis, Mark Szerlag  
Nays: None**

Absent: Tim Miner, Bryan Wallace

6. Approval of Agenda

**Tamra Ward made a motion to add Kite Festival Marketing Request for Funding to the Agenda as Item B. 2. Mark Szerlag offered support for the motion, which was approved unanimously.**

**Mark Szerlag made a motion to add Synopsis of Report of Oakland Southwest Airport Environmental Assessment as Item F. under Reports and Announcements. Vince DeAngelis offered support for the motion, which was approved unanimously.**

**Tamra Ward made a motion to approve the agenda with the approved additions. Mark Szerlag offered support for the motion, which was approved unanimously.**

7. Presentation:

Larry Ribits, Publisher of Metro Detroit ASource, a publication designed to provide information to individuals, families and businesses acclimating to the Metro Detroit and Southwest Michigan spoke to the DDA. Mr. Ribits provided a copy of the magazine and identified the benefits of appearing in it to the DDA.

**Lannie Young made a motion to add the ASource Regional Marketing Brochure to the agenda as Item B. 3 for further discussion. Mark Szerlag offered support for the motion, which was approved unanimously.**

8. Action Items:

A. Old Business

1. Wayfinding Sign Project

Michelle Aniol directed the DDA to review the proposal in tonight's packet regarding adding the tagline "Honoring Yesterday, Building Tomorrow" to the backs of the wayfinding signs.

**Lannie Young made a motion to approve the Universal Sign proposal dated April 8, 2013 leaving the option open and with the Design Committee approving the type and layout. John Bell offered support for the motion, which was approved by roll call vote.**

**Roll call: Ayes: Mark Szerlag, Vince DeAngelis, Jay Howie,  
John Bell, Lannie Young, Tamra Ward  
Nays: None**

2. Christmas Decorations

Discussion took place with concerns regarding the cost of LED lighting with the determination that further information is required.

**Lannie Young made a motion to table discussion and action on the Lyon Township Light Pole Decoration Program until the May Meeting. Mark Szerlag offered support for the motion, which was approved unanimously.**

Discussion took place regarding lighting in the DDA District in need of repair.

**Lannie Young made a motion to replace two (2) light poles as well as two (2) lamp heads within the DDA District. Mark Szerlag offered support for the motion, which was approved unanimously.**

**B. New Business**

1. Lawn Mowing and Landscape Maintenance Contract 2013

Michelle Aniol presented the bid results of the Lawn Mowing and Landscape Maintenance Contract for 2013 and provided a quick analysis of the bids. The bids were reviewed and discussion took place regarding separating the contract between two companies.

**Vince De Angelis made a motion to award the Base and Optional Bid for the 2013 Lawn Care and Landscape Maintenance Services to Total Lawn Care in the amount of \$13,460.00 for the Base Bid and \$2,682.00 for Optional Roundabout Maintenance. Mark Szerlag offered support for the motion which was approved by roll call vote.**

**Roll call: Ayes: John Bell, Lannie Young, Mark Szerlag, Vince DeAngelis  
Nays: Tamra Ward, Jay Howie**

2. Kite Festival Marketing Request for Funding

Jim Chuck, 2013 Kite Festival Chairman explained to the DDA that the Kite Festival started four (4) years ago as a free family event. This year the committee is requesting monetary assistance from the DDA to be used in marketing the event.

**John Bell made a motion that the DDA support the 2013 Kite Festival in the amount of \$1,500.00. Tamra Ward offered support for the motion, which was approved unanimously by roll call vote.**

**Roll call: Ayes: Mark Szerlag, Vince DeAngelis, Jay Howie,**



- F. Report Synopsis of Oakland County Southwest Airport Environmental Assessment**  
Nikki Jeffries reported that she has in her possession a synopsis of a Oakland County SW Airport Environmental Assessment Report. The report contained improvements they are possibly considering for the airport along with drain studies being considered. Due to the fact the Township has received no notification regarding any information or notification regarding the airport Lannie Young will investigate what is actually planned.

## **10. Committee Information and Updates**

**A. Economic Restructuring**

No Report

**B. Promotion**

John Bell reported that he has contacted the people doing the demolition at the Ford Wixom Plant and requested the railroad crossing signs from the property for use in our future Safety Town. They have agreed to give them to us and John will talk to Richard about pick up.

**C. Design**

No Report

**D. Organization**

No Report

## **12. Outstanding Items**

### **Adjournment**

**Lannie Young made a motion to adjourn. John Bell offered support for the motion, which was approved unanimously. Meeting adjourned at 9:15 p.m.**

Respectfully submitted,

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Rose Case  
Recording Secretary

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Bryan Wallace  
DDA Secretary