

**Charter Township of Lyon
Downtown Development Authority
And Development Council
Regular Meeting
Tuesday, October 8, 2013**

Chairman Jay Howie called the meeting to order at 7:00 p.m.

Members present: Jay Howie
John Bell
Vince DeAngelis
Robert Heidrich
Mark Szerlag
Bryan Wallace
Tamra Ward
Lannie Young

Absent: Joe Ross

Also present: Michelle Aniol, DDA Administrator/Economic Development Coordinator,
Chris Doozan, Township Planner, Nikki Jeffries, Township Engineer,
Matt Quinn, Township Attorney

Guests: One (1)

3. Public Discussion, non-agenda item No Discussion

4. Approval of Prior Meeting Minutes

Bryan Wallace made a motion to approve the minutes of the regular meeting of September 10, 2013 as submitted. Tamra Ward offered support for the motion, which was approved unanimously.

5. Approval of Consent Agenda

John Bell made a motion to approve the Consent Agenda as submitted. Bryan Wallace offered support for the motion, which was approved unanimously by those in attendance by a roll call vote.

Roll Call: Ayes: John Bell, Vince DeAngelis, Jay Howie, Bryan Wallace, Lannie Young, Mark Szerlag, Robert Heidrich, Tamra Ward

Nays: None

Absent: Joe Ross

6. **Approval of Agenda**

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

7. **Presentations:** No presentation

8. **Action Items:**

A. Old Business

1) 2014 Budget

Lannie Young and Michelle Aniol presented a first look at the 2014 DDA Budget highlighting the projected revenues and expenditures with an explanation and discussion of line items. Discussion and questions followed regarding addition of money being added to the 2014 budget for Economic Development Strategy and the Township to match DDA funds.

Lannie Young made the suggestion that for the next review \$25,000.00 be put in the budget for an Economic Development Strategy and it can always be added to, taken out the money not be spent at all. This was agreed to by the DDA members.

Final draft of the 2014 DDA Budget will be presented at the November DDA Meeting and be adopted at that time.

2) Lateral Benefit District

Mark Szerlag stated that the Lateral Benefit District discussion was brought before the Economic Restructuring Committee for discussion of its benefits and needs. It was decided that the parcels that abut the sanitary sewer are the properties that will be included in this district.

Mark Szerlag made a motion to recommend to the Township Board of Trustees a Lateral Benefit Charge District funded by the DDA for parcels that abut the sanitary sewer and are identified on the map presented by Giffels Webster. Lannie Young offered support for the motion, which was approved unanimously.

3) Streetlight Maintenance

Lannie Young reviewed the streetlight maintenance recently performed... An estimate from Baylume, Inc. for the necessary replacement drivers, fixture heads and poles are provided in this evening's packet. Mr. Young stated that he has

submitted two claims to the insurance company for damage done believing that the final cost to the DDA after the claim is paid will be \$2,000.00.

Discussion also took place regarding traffic and speed issues at the roundabout and the ring road.

Tamra Ward made a motion to approve and amount not to exceed \$5,000.00 against an insurance reimbursement to make streetlight repairs. Mark Szerlag offered support for the motion, which was approved unanimously by a roll call vote.

**Roll Call: Ayes: Tamra Ward, Lannie Young, Robert Heidrich, Mark Szerlag, Vince DeAngelis, Jay Howie, John Bell
Bryan Wallace**
Nays: None
Absent: Joe Ross

9. New Business

1) Sidewalk Contract Award

Nikki Jeffries explained that the five bids were received Friday September 27th ranging from \$66,000.00 to \$120,000.00. Goretski Construction came in with the lowest bid. She said this company has done work for the Township before and their work has always been satisfactory.

Lannie Young made a motion to award the Lyon Township DDA Sidewalk Project to Goretski Construction Company in the amount of \$66,990.00. Robert Heidrch offered support for the motion, which was approved by a roll call vote.

Roll Call: Ayes: Vince DeAngelis, Robert Heidrich, Jay Howie, Bryan Wallace, Tamra Ward, Mark Szerlag, John Bell, Lannie Young
Nays: None
Absent: Joe Ross

9. Reports/Announcements

A. Form Based Code Update

Michelle Aniol refreshed the DDA members with a list of some of the changes.

Chris Doozan reported that he believes we have created a good ordinance and there will be a Public Hearing on Monday where the Planning Commission will finalize it

B. Promotion:

John Bell stated that in this evening's packet there is a flyer on a Holiday Decorating Contest that is being promoted by the Chamber. Discussion was held and Tamra Ward offered to see that this flyer explaining the contest is mailed to the area businesses.

A discussion was held regarding Winterfest and the possibility of a paid chairperson. John Bell will take this idea to the Park Advisory Board for further discussion.

C. Design: No Report

D. Organization: No Report

Adjournment. Vince DeAngelis made a motion to adjourn. Lannie Young offered support for the motion, which was unanimously approved. Meeting adjourned at 8:55 p.m.

Respectfully submitted,

Rose Case
Recording Secretary

Bryan Wallace
DDA Secretary