

**Charter Township of Lyon
Downtown Development Authority
And Development Council
Regular Meeting
Tuesday, January 14, 2014**

Vice Chairman John Bell called the meeting to order at 7:01 p.m.

Members present: John Bell
Vince DeAngelis
Robert Heidrich
Mark Szerlag
Bryan Wallace

Absent: Jay Howie
Tamra Ward
Lannie Young

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

Guests: Three (3)

3. Public Discussion None

4. Approval of Prior Meeting Minutes

Mark Szerlag made a motion to approve the minutes of the regular meeting of December 10, 2013 as submitted. Vince DeAngelis offered support for the motion, which was approved unanimously by those in attendance.

5. Approval of Consent Agenda

Vince DeAngelis made a motion to approve the consent agenda in the amount of \$17,384.16. Mark Szerlag offered support for the motion, which was approved unanimously by those in attendance by a roll call vote.

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

6. Approval of Agenda

Mark Szerlag made a motion to approve the agenda with the addition of Item# B2, Additional Engineering Cost for Lyon Township DDA Sidewalk Project. Robert Heidrich offered support for the motion, which was approved unanimously.

7. Presentation None this month

8. Action Items:

A. Old Business

1) None

B. New Business

1) LEO, Inc. and the International Ethnic Festival:

Roger Ratkowski and Jennifer Duncan were attendance at this evening's DDA Meeting to provide information on the plans for the International Ethnic Festival that is to take place in the Township in August of 2014. Mr. Ratkowski spoke of his background and experience in putting on this type of event and gave a brief overview of what is to take place.

Mr. Ratkowski also made a request that the DDA consider provide start up funds that will be repaid from the proceeds of the event.

Vince DeAngelis made a motion to direct the Economic Restructuring and the Promotion Committee to jointly review and make a recommendation at the next DDA meeting regarding the International Ethnic Festival. Mark Szerlag offered support for the motion, which was approved unanimously.

2) Additional Engineering Cost for Lyon Township[DDA Sidewalk Project

Nikki Jeffries explained the additional costs were due to the decision to put ramps at the intersections, some road commission issues, two (2) additional inspection days and securing documents for an additional easement.

Mark Szerlag made a motion to approve the final payment of \$7200.00 for additional engineering costs for the DDA sidewalk project. Vince DeAngelis offered support for the motion, which was approved by roll call vote.

**Roll call: Ayes: Robert Heidrich, John Bell, Mark Szerlag, Bryan Wallace, Vince DeAngelis
Nays: None**

9. Reports/Announcements

A. Form Based Code Update

It was reported that the Township Board approved second reading. The Clerk will post a public notice regarding the adoption of the new regulations within 15 days. The new regulations will go into effect within 7 days following the publication notice.

B. Lyon Industrial Research Retention Pond Update

Nikki Jeffries reported that the permits were pulled before Christmas and the clearing will begin on Wednesday.

C. Streetlight Maintenance Report

Supervisor Young has informed the DDA that all repairs have been completed and the lights are working. Two lights are missing and when the lamps arrive they will be installed.

D. Lease Revenue Report

Michelle Aniol reported that all lease payments are up to date.

E. Welcome to Lyon Initiative

John Bell reported that the Henrob Grand Opening took place on January 6th. On Saturday, January 18th a Business Appreciation is scheduled to take place at McHugh Athletic Performance Center at 10:00 a.m.

F. Historic Photo Lending Program

No report

G. Building Permits

Michelle Aniol reported that the Township Building Department issued 290 new single-family residential building permits. In 2012 there were 313 single-family residential permits issued.

H. Board Member Comments/Announcements

John Bell requested that Nikki Jeffries update the Board on the progress of the SAW Grant Application. Ms. Jeffries reported that 673 applications were submitted. We should hear something in February and finalization will be in April.

10. Committee Information and Updates

A. Economic Restructuring No report

B. Promotion No report

C. Design The Design Committee is in the process of scheduling a meeting to research Tactical Urbanism as directed at last month's meeting.

D. Organization No report

Adjournment

Mark Szerlag made a motion to adjourn. Vince DeAngelis offered support for the motion, which was unanimously approved. Meeting adjourned at 8:02 p.m.

Respectfully submitted,

Rose Case
Recording Secretary

Bryan Wallace
DDA Secretary