

**Charter Township of Lyon
Downtown Development Authority
And Development Council
Regular Meeting
Tuesday July 8, 2014**

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

Members Present: Jay Howie
John Bell
Robert Heidrich
Vince DeAngelis
Tamra Ward
Tim Miner
Lannie Young

Absent: Bryan Wallace
Mark Szerlag

Also Present: Christina Archer, DDA/Economic Development Coordinator,
Chris
Doozan/McKenna Associates, Township Planner, Loren
Crandell/Giffels Webster, Township Engineer

Guests: Two (2)

3. Public Discussion No Discussion

4. Approval of Prior Meeting Minutes

Tamra Ward made a motion to approve the minutes of the regular meeting of June 10, 2014 as submitted. Robert Heidrich offered support for the motion, which was approved unanimously.

5. Approval of Consent Agenda

Lannie Young made a motion to approve the consent agenda in the amount of

\$8,074.57 and then make a change to the name under Vendor #8 to Property Adjacent to Cemetery. Vince De Angelis offered support for the motion, which was approved by a roll call vote.

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

6. Approval of Agenda

Vince DeAngelis made a motion to approve the agenda as presented. Lannie Young offered support for the motion, which was approved unanimously.

7. Presentations None

8. Action Items:

A. Old Business

1) Cheresko Building- PRP Grant Application

Christina Archer presented the recommendation of the Economic Restructuring Committee regarding the PRP Application submitted by Dan Cheresko for his building in New Hudson. Discussion was held regarding the improvements, compliance and the amount of money to be awarded.

Vince DeAngelis made a motion to accept the recommendation of the Economic Restructuring Committee to award a PRIP Grant in the amount of \$10,000 for sign and building improvements and an additional \$10,000 if the building is brought into compliance. Robert Heidrich offered support for the motion, which was approved by a roll call vote.

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

2) Business visits for new Economic Development Coordinator

Christina Archer explained that she and John Bell have been auditing all the

information available on current businesses in the Township. Discussion took place regarding the creation of a data base to provide pertinent information about the business community in Lyon Township.

Tamra Ward made a motion to approve an amount not to exceed \$300.00 to purchase data base management software with the selection decision to be made by Christina Archer, John Bell & Lannie Young. Robert Heidrich offered support for the motion, which was approved by roll call vote.

**Roll call: Ayes: John Bell, Jay Howie, Vince DeAngelis,
Lannie
Young, Tim Miner, Tamra Ward,
Robert
Heidrich
Nays: None**

B. New Business

1) Review of Land Lease Agreement

Discussion took place regarding a new land lease agreement between Lyon Township and Chris Stone, co-owner of the New Hudson Inn. The additional rent to be charged per month for use of Township land was discussed by the Board

Lannie Young made a motion to enter into a new lease agreement with the New Hudson Inn designated business owner with the understanding that they are going to rent an additional 4950 square feet for an additional \$115.00 per month totaling \$415.00 total rent per month. This being contingent on setting a meeting in the month of July with the Township Planner, Supervisor and DDA Coordinator to discuss what other improvements need to be made to bring the property into compliance. Tamra Ward offered support for the motion, which was approved by a roll call vote.

**Roll call: Ayes: Tamra Ward, Robert Heidrich, Lannie Young,
Tim
Miner, John Bell, Vince DeAngelis, Jay Howie
Nays: None**

Discussion took place regarding the Township owned property rented by the Earl's.

Lannie Young made a motion to approve a one (1) year lease with the Earl's based on the provisions in the current lease agreement. Tamra Ward offered support for the motion, which was approved unanimously.

2) DDA Regional Detention Basin & Spring Meadows

Loren Crandell presented the DDA with the detailed background of the DDA Regional Detention Basin and its connection with the Spring Meadows development. on the DDA Regional Detention Basin.

Lannie Young made a motion to adopt the drainage easement per the language on the form provided entitled Storm Drainage Easement Basin Maintenance Contribution Agreement between the Lyon Township Downtown Development Authority and the Robertson Brothers Company of Bloomfield Hills with the agreement designating that the developer will pay its proportionate share in the drainage district. Tim Miner offered support for the motion,

3) Upcoming Conference – Michigan Festivals & Events

Discussion regarding attendance at the annual Festival & Events Conference that takes place in November was brought before the Board. Attendance at this conference is valuable to both the DDA and LEO. How the conference will be funded will be discussed at a later date.

Robert Heidrich made a motion to approve an amount not to exceed \$1000.00 to reserve three (3) rooms for up to three (3) nights at the Michigan Festival & Events Conference hotel. Tim Miner offered support for the motion, which was approved unanimously by a roll call vote.

Roll call: Ayes: John Bell, Vince DeAngelis, Tamra Ward, Jay Howie,

Tim Miner, Lannie Young, Robert Heidrich

Nays: None

4) IDD-Hugo Benzing

Christina Archer stated that Hugo Benzing, a German Company has purchased property on Haas Road. They will now be moving forward with establishing an Industrial Development District.

Ms. Archer explained that she created a checklist for herself on the steps necessary in this process so she would be able to keep the DDA members updated on its progress.

Chris Doozan has since created a flow chart to better explain the process and a copy was given to the members of the DDA.

No Action taken.

9. Reports/Announcements/Updates

A. Lease Revenue Report

All leases paid up to date.

B. Welcome to Lyon Initiative

A Ribbon Cutting will be planned for Jimmy Johns who relocated from the city into Lyon Township.

C. Historic Photo Lending Program

John Bell reported that he has a photo request from a Township resident.

D. Building Permits

Fifty-eight single-family residential building permits issued in June 2014, for a total of 175 this year to date. Last year at this time 175 single-family residential building permits had been issued.

E. Board Member Comments/Announcements

Tim Miner expressed his appreciation at be appointed to the Downtown Development Authority Board.

10. Committee Information and Updates

A. Economic Restructuring No Report

B. Promotion Promotion Sub-Committee meeting will be held in July.

C. Design No Report

D. Organization No Report

Adjournment.

Jay Howie made a motion to adjourn. Vince DeAngelis offered support for the motion, which was approved unanimously. Meeting adjourned at 8:40 p.m.

Respectfully Submitted,

Rose Case
Recording Secretary

Bryan Wallace
DDA Secretary