



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**

**Wednesday, December 9, 2014**

**7:00 pm**

Lyon Township Municipal Building - 58000 Grand River Avenue, New Hudson 48165

**1. Call to Order Regular Meeting/Roll Call:**

\_\_\_\_\_ **Bell**      \_\_\_\_\_ **DeAngelis**      \_\_\_\_\_ **Heidrich**      \_\_\_\_\_ **Howie**      \_\_\_\_\_ **Miner**  
\_\_\_\_\_ **Szerlag**      \_\_\_\_\_ **Wallace**      \_\_\_\_\_ **Ward**      \_\_\_\_\_ **Young**

**2. Pledge of Allegiance**

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

**4. Approval of Prior Meeting Minutes:** *November 12, 2014 Regular Meeting Minutes*

**5. Approval of Consent Agenda**

**6. Approval of Agenda**

**7. Presentations:** None

**8. Action Items:**

**A. Old Business**

1) DDA Final Budget – *Lannie Young*

**B. New Business**

1) Review and Discussion of Real Property Abatement - *Tina Archer*

Khalfani Stephens (MEDC) and Michele Eaton (Oakland Cty Econ Dev) will be present to answer any questions.

Meeting with Lindsay Exhibitors – Nov 14

Met with JIT Packaging, Inc – Dec 3

2) Snow Removal – *Tina Archer and Lannie Young*

3) Prosper Magazine – *Final proof review*

4) Crossroads Building Plan Update – *Tina Archer*

5) DDA Coordinator Report – *Tina Archer*

- a. *East Roundabout wall damage*
- b. *Damaged trees*
- c. *Sign Repair*
- d. *Governor's Award to MFEA*
- e. *Tech 248 Participation- Meeting on Dec 11 with Commerce, Milford, and Novi*
- f. *SEMCOG Meeting – Ann Arbor Nov*
- g. *MEDA Toolbox Training – Lansing Nov 20*
- h. *Completed One-Stop-Ready training on Dec 3*
- i. *Retention Fridays – Companies with leases expiring*
- j. *Prospective Businesses - Follow-up*

**9. Reports/Announcements/Updates:**

- A. Lease Revenue Report: *Tina Archer – All lease payments current*
- B. Welcome to Lyon Initiative: *Tina Archer*
- C. Building Permits: *Tina Archer*
  - *Township issued 40 single-family residential/dwelling building permits in Nov 2014, for a total of 344 new residential building permits YTD.*
  - *By this time last year the Township had issued 265 single-family residential building permits.*
  - *Township is up 79 permits over Previous Year.*
- D. Parks & Recreation Advisory Board (PRAB) – *John Bell*
  - a. *11 Mile and Milford Community Park Update – Met with ITC Representatives on Nov 19*
  - b. *Stop signs*
  - c. *Safety Town Update*
- E. Board Member Comments/Announcements:
  - a. *History of Lyon Township – CVS Book Signing – John Bell*

**10. Committee Information and Updates**

- A. Economic Restructuring: *Mark Szerlag*
- B. Promotion: *Tamra Ward*
- C. Design: *Robert Heidrich*
- D. Organization: *Jay Howie*

**11. Items Removed From the Consent Agenda For Action or Discussion****12. Outstanding Items/Issues – No Action/No Discussion****13. Adjournment**

**Consent Agenda December 9, 2014**

***SEE PAGE 3***

**LYON TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY  
PAYMENTS DUE -- NOVEMBER 2014**

No.	Vendor	Description	Invoice/ Project No.	Invoice Date	Amount
1	Total Lawn Care New Hudson Dr W Detention Basin	Grass Cutting 10/6, 10/20, 10/27 @\$56 for each cutting	74462	11/5/2014	\$ 168.00
2	Total Lawn Care Grand River Avenue	Grass Cutting 10/6, 10/20, 10/27 @\$60 for each cutting	74663	11/5/2014	\$ 180.00
3	Total Lawn Care Lyon Center Drive	Grass Cutting 10/6, 10/20, 10/27 @\$50 for each cutting	74525	11/5/2014	\$ 150.00
4	Total Lawn Care Grand River Avenue	Grass Cutting 10/5, 10/12, 10/19, 10/26 @\$40 for each cutting	74645	11/5/2014	\$ 120.00
5	Total Lawn Care New Hudson Dr W.	Grass Cutting 10/6, 10/20, 10/27 @\$35 for each cutting	74438	11/5/2014	\$ 105.00
6	Total Lawn Care Milford Road	Grass Cutting 10/6, 10/20, 10/27 @\$15 for each cutting	74486	11/5/2014	\$ 45.00
7	Total Lawn Care New Hudson In Front of Cemetery	Grass Cutting 10/6, 10/20, 10/27 @ \$15 for each cutting	74574	11/5/2014	\$ 45.00
8	Total Lawn Care Costello Drive	Grass Cutting 10/6, 10/20, 10/27 @\$40 for each cutting	74502	11/5/2014	\$ 120.00
9	Total Lawn Care Grand River/ Milford Rd	Grass Cutting 10/6, 10/20, 10/27 @\$14 for each cutting	74609	11/5/2014	\$ 42.00
10	DTE	30461 Lyon Center Dr E. Electric Service Period Oct 29 - Nov 26	2546-825-0010-6	11/26/2014	\$ 104.07
11	DTE	57048 New Hudson Dr. Electric Service Period Oct 29 - Nov 26	2546-825-0111-4	11/26/2014	\$ 288.80
12	DTE	57305 Grand River Electric Service Period Oct 29 - Nov 26	2546-824-0007-5	11/26/2014	\$ 150.28
13	McKenna Associates	1. Prepare for and attend DDA meeting (10/14/2014) \$200.00 2. Research and provide New Hudson parking plan to DDA Chairman \$90.00 3. Prepare list of DDA Accomplishments \$210.00 4. Research costs of New Hudson streetscape improvement \$180.00	87002B, L20954A	11/6/2014	\$ 680.00
14	John Bell Cell Phone Expense	\$40 per month Cell Phone Stipend		11/20 - 12/19	\$ 40.00
15	Tina Archer - DDA Coordinator - Cell Phone Expense	\$40 per month Cell Phone Stipend		11/12/2014	\$ 40.00
16	Arcadia Publishing	Partial invoice for 220 of 500 books ordered (2nd round of ordering)	20552258	11/24/2014	\$ 2,177.01
17	Brien's Services, Inc	Snow Shoveling/De-icing of sidewalks in DDA- Sections A,B,C,D,E,F,G & H @ 1:08am and again at 11:50am on 11/20/2014	21259	11/30/2014	\$ 1,334.32
18	Tina Archer - DDA Coordinator	Mileage Reimbursement - Lansing (MEDA) and Waterford (One Stop Ready)	Expense Report	12/5/2014	\$ 90.16
				<b>Total</b>	<b>\$ 5,879.64</b>