

**Charter Township of Lyon
Downtown Development Authority
And Development Council
Regular Meeting
Tuesday, December 9, 2014**

Vice Chairman John Bell called the meeting to order at 7:05 p.m.

Members Present: John Bell
Robert Heidrich
Mark Szerlag
Bryan Wallace
Tamra Ward
Lannie Young

Absent: Jay Howie
Vince DeAngelis
Tim Miner

Also Present: Christina Archer, DDA /Economic Development Coordinator, Chris Doozan, Township Planner/McKenna Associates

Guests: Three (3)

3. Public Discussion No Discussion

4. Approval of Prior Meeting Minutes

Lannie Young made a motion to approve the meeting minutes of the regular meeting of November 12, 2014 as submitted. Robert Heidrich offered support for the motion, which was approved with one abstention by Tamra Ward.

5. Approval of Consent Agenda

Bryan Wallace made a motion to approve the Consent Agenda in the amount of \$5,879.64. Tamra Ward offered support for the motion, which was approved by a roll call vote.

Roll call: Ayes: John Bell, Robert Heidrich, Lannie Young, Tamra Ward, Mark Szerlag, Bryan Wallace

Nays: None

Absent: Vince DeAngelis, Jay Howie, Tim Mi

6. Approval of Agenda

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

7. Presentations: None

8. Action Items:

A. Old Business

1) DDA Final Budget

Lannie Young explained that the 2015 DDA Budget that was approved at the November meeting was presented to the Township Board at their December meeting and has officially been approved by all.

B. New Business

1) Review and Discussion of Real Property Abatement

Khalfani Stephens of the Michigan Economic Development Corporation and Michele Eaton from Oakland County Economic Development were in attendance to explain and answer questions regarding property abatement. The two companies that these abatements will affect are the Lindsey Group and JT Packaging, Inc.

After considerable discussion the DDA agreed on making a recommendation to the Township Board regarding these two companies who are in the process of locating in Lyon Township.

Lannie Young made a motion to recommend to the Lyon Township Board of Trustees under Public Act 198 Real Property up to eight (8) year abatement to the Lindsey Group based on \$2,000,000.00 investment understanding the numbers calculated on the forms provided. Tamra Ward offered support for the motion, which was approved unanimously by members in attendance.

Lannie Young made a motion to recommend to the Lyon Township Board of Trustees under Public Act 198 Real Property up to eight (8) year abatement to

the JIT Packaging, Inc. based on \$2,000,000.00 investment understanding the numbers calculated on the forms provided. Tamra Ward offered support for the motion, which was approved unanimously by members in attendance.

Tamra Ward made a motion to assign the Economic Restructuring Committee the task of investigating and recommending a possible tax abatement policy. Bryan Wallace offered support for the motion, which was approved unanimously.

2) Snow Removal

Lannie Young and Tina Archer informed the DDA that snow removal is covered for now by Brien's Services. The bid agreement for snow removal is being revised as well as a new ad.

3) Prosper Magazine

Tina Archer reported that the final proof was submitted to Prosper magazine, publication is in process and we should be receiving the new copy of the magazine very shortly.

4) Crossroads Building Plan Update

Tina Archer stated that Dan Cheresko has submitted new architectural plans with changes. He has taken recommendations of the committee. Because of changes it is necessary to go to the Planning Commission and then apply for the necessary permits.

Ms. Archer will continue to work with Mr. Cheresko to get him through the process.

5) DDA Coordinator Report

- a. East Roundabout wall damage
Photos taken and sent to Chris Sinacori for a quote
- b. Damaged Trees
Damaged trees will be cut down and replaced in the spring.
- c. Sign Repair
The cost to repair the damaged wayfinding sign that was hit along the west entrance driveway is \$970.00.

Robert Heidrich made a motion to approve and amount not to exceed \$1000.00 to repair the damaged wayfinding sign. Mark Szerlag offered support for the motion, which was approved by a roll call vote.

Roll call; Ayes: John Bell, Tamra Ward, Bryan Wallace, Robert Heidrich, Lannie Young, Mark Szerlag,

Nays: None

- d. **Governor's Award to MFEA**
A copy of the award presented to Michigan Festivals and Events was included in this evenings meeting packet.
- e. **Tech 248 Participation**
A meeting will be held on December 11th with Lyon, Novi, Commerce, and Milford representatives discussing attracting Tech Companies to these communities.
- f. **SEMCOG Meeting**
Meeting was attended with John Hicks. A vote was held on SEMCOG's 2015-2016 Legislative Policy Platform and due to it being an all or nothing vote on seven topics including supporting House Bill 5826 Lyon Township chose not to accept the Legislative Policy Platform.
- g. **MEDA Toolbox Training**
Attended Toolbox Training and MEDA no longer has grants but now has an online website called Patron City to assist in projects that might need funding.
- h. **Completed One-Stop-Ready training**
Training completed and we are doing everything we should.
- i. **Retention Fridays**
Will visit companies loosing leases to help them find new locations.
- j. **Prospective Businesses**
Micro Brewery working on a 5 year lease.
Crystal Glass moving into the Rex Sales Building.
Grand Trunk Cross Fit opening this week.

9. Reports/Announcements Report/Updates

- A. Lease Revenue Report
All lease payments are current.
- B. Welcome to Lyon Initiative
Nothing planned at this time.
- C. Building Permits

There were 40 single-family residential building permits issued in November for a 344 residential permits this year to date.

D. Parks & Recreation Advisory Board

Met with ITC Representative regarding the 11 Mile and Milford Road Community Park. An ITC Grant package is being worked on and will be presented at the next meeting.

Stop Signs in park have been installed.

Safety Town meeting will be held after the first of the year.

Park illumination is in the process of being installed.

E. Board Member Comments/Announcements

Tamra Ward reminded the DDA that the Chamber Breakfast is being held at Abbey Park this Friday.

John Bell announced that he has a book signing at Walgreens this month and at the Salem-South Lyon Library after the first of the year. Tamra Ward invited Mr. Bell to host a book signing at Abbey Park.

10. Committee Information and Updates

- A. Economic Restructuring No Report
- B. Promotion No Report
- C. Design No Report
- D. Organization No Report

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

Respectfully submitted,

Rose Case
Recording Secretary



Bryan Wallace
DDA Secretary