



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**  
**Tuesday, August 11, 2015**  
**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**      \_\_\_\_\_ **Ward**      \_\_\_\_\_ **Young**

**2. Pledge of Allegiance**

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

**4. Approval of Prior Meeting Minutes:** *June 9, 2015 Regular Meeting Minutes (July 14 Meeting-Cancelled)*

**5. Approval of Consent Agenda**

**6. Approval of Agenda**

**7. Presentations:** Introduction- Ron Campbell, Oakland County Historic Preservation Architect

**8. Action Items:**

**A. Old Business**

- 1) Storm Water Update - *Loren Crandell*
- 2) Land Purchase Agreement - *Tina Archer*
- 3) Roundabout Maintenance - *Jay Howie/Tina Archer*

**B. New Business**

- 1) 2016 Budget - John Bell
- 2) Festival Updates - John Bell
- 3) Temporary Assistance - Tina Archer
- 4) \_\_\_\_\_

**9. DDA Coordinator Update**

- ICSC Conference
- Update on Industrial Development Districts and Tax Abatement applications received
- Township festival/parks coordinator

**10. Reports/Announcements/Updates:**

- A. DDA Projects - Update from Planning - Chris Doozan**
- B. Lease Revenue Report: Tina Archer - All lease payments are up to date**
- C. Welcome to Lyon Initiative: Tina Archer**
- D. Building Permits: Tina Archer**
  - *Single-family residential/dwelling building permits issued in Jun 2015:* 26
  - *Total Single-family residential/dwelling permits issued Year-to-Date 2015:* 138
  - *Same period previous year, number of single-family residential building permits:* 48
  - *Number of Single-Family residential/dwelling permits over Previous Year (2014):* -36

- Single-family residential/dwelling building permits issued in **July 2015**: Report pending

E. Parks & Recreation Advisory Board (PRAB) – John Bell

F. Board Member Comments/Announcements:

**11. Committee Information and Updates**

A. Economic Restructuring: Mark Szerlag

B. Promotion: Tamra Ward

C. Design: Robert Heidrich

D. Organization: Jay Howie

**12. Items Removed From the Consent Agenda For Action or Discussion**

**13. Outstanding Items/Issues – No Action/No Discussion**

**Adjournment**

**Consent Agenda – June/July, 2015**

LYON TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY					
PAYMENTS DUE -- JUNE/JULY 2015					
No.	Vendor	Description	Invoice/ Project No.	Invoice Date	Amount
1	DTE	30461 Lyon Center Dr E. Electric Service Period June 1 - June 30	2546-825-0010-6		\$ 74.86
2	DTE	57048 New Hudson Dr. Electric Service Period June 1 - June 30	2546-825-0111-4		\$ 126.51
3	DTE	57305 Grand River Electric Service Period June 1 - June 30	2546-824-0007-5		\$ 97.81
4	McKenna Associates	Professional Services 1. Prepare for and attend DDA mtg (6/9/15) 2. Mtg w/Magna officials 6/24/15; site plan revie issues 3. Refinements to lyouts for parking plan - SE quadrant of Grand River/Milford Intersection 4. Mtg with Econ Dev Restructuring Committee 6/9/15	87002B, L20954A		\$590.00
5	John Bell Cell Phone Expense	\$40 per month Cell Phone Stipend	3165521372		\$ 40.00
6	Tina Archer - DDA Coordinator - Cell Phone Expense	\$40 per month Cell Phone Stipend	3204392312		\$ 40.00
7	Total Lawn Care	Grass Cutting - Costello Drive 6/1, 6/8, 6/15, 6/22, 6/28 \$40/cut	84112	7/6/2015	\$ 200.00
8	Total Lawn Care	Grass Cutting - New Hudson Dr/Det Basin -6/1, 6/8, 6/15, 6/22, 6/28 \$56/cut	84054	7/6/2015	\$ 280.00
9	Total Lawn Care	Grass Cutting - Grand River Area - 6/1, 6/8, 6/15, 6/22, 6/28- \$40/cut	84266	7/6/2015	\$ 200.00
10	Total Lawn Care	Grass Cutting - Milford Rd Area - 6/1, 6/8, 6/15, 6/22, 6/28 - \$15/cut	84098	7/6/2015	\$ 75.00
11	Total Lawn Care	Grass Cutting - Grand River - 6/1, 6/8, 6/15, 6/22, 6/28 - \$60/cut	84287	7/6/2015	\$ 300.00
12	Total Lawn Care	Grass Cutting - Grand River/Milford Area - 6/1, 6/8, 6/15, 6/22, 6/28 - \$14/cut	84232	7/6/2015	\$ 70.00
13	Total Lawn Care	Grass Cutting - Lyon Center Drive - 6/1, 6/8, 6/15, 6/22, 6/28 - \$50/cut	84149	7/6/2015	\$ 250.00
14	Total Lawn Care	Grass Cutting - In front of NH Cemetary - 6/1, 6/8, 6/15, 6/22, 6/28 - \$15/cut	84199	7/6/2015	\$ 75.00
15	Total Lawn Care	Grass Cutting - New Hudson Drive W. - 6/1, 6/8, 6/15, 6/22, 6/28 - \$35/cut	84027	7/6/2015	\$ 175.00
16	Twp Credit Card/Office Depot Purchase	Photographer Ink - Jane Purslow		6/15/2015	\$ 183.91
17	Office Depot	Monitor-mount clip	58897777	6/23/2015	\$ 11.43
18	Andrew Appraisal Associates	(2) Residential appraisals for properties located in the DDA	308-15	6/1/2015	\$ 700.00
19	Giffels Webster	DDA General Engineering Services - Construction Documents & Professional Personnel - design of diversion weir for southeast regional retention basin	109208	5/8/2015	\$ 5,000.00
				<b>JUNE TOTAL</b>	<b>\$ 8,489.52</b>

JULY 2015					
No.	Vendor	Description	Invoice/ Project No.	Invoice Date	Amount
1	DTE	30461 Lyon Center Dr E. Electric Service Period June 30 - July 31	2546-825-0010-6		\$ 84.07
2	DTE	57048 New Hudson Dr. Electric Service Period June 30 - July 31	2546-825-0111-4		\$ 139.34
3	DTE	57305 Grand River Electric Service Period June 30 - July 31	2546-824-0007-5		\$ 108.22
4	McKenna Associates	Professional Services 1. Meeting with DDA Subcommittee re: roundabout landscaping 2. Meeting with architects at New Hudson Inn 7/22	87002B, L20954A	8/7/2015	\$210.00
5	John Bell Cell Phone Expense	\$40 per month Cell Phone Stipend	3165521372		\$ 40.00
6	Tina Archer - DDA Coordinator - Cell Phone Expense	\$40 per month Cell Phone Stipend	3204392312		\$ 40.00
7	Total Lawn Care	Invoices for lawn service in July have not been provided as of Aug 10		Invoices to come	\$ -
8	Environmental Management LLC	Trim trees and brush mow along sidewalks Lyon Ctr Dr. from bike trail south to Grand River.	# 291	7/17/2015	\$ 385.00
9	Costco Wholesale	Renewal Annual Membership	111801321981	July 2015	\$ 165.00
				<b>JULY TOTAL</b>	<b>\$ 1,171.63</b>
				<b>Grand Total</b>	<b>\$ 9,661.15</b>