



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, September 9, 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

Also Present: _____ Tina Archer, DDA/Economic Development Coordinator
_____ Chris Doozan, Township Planner/McKenna Associates
_____ Township Engineer _____,
_____ Guest

2. Pledge of Allegiance

3. Public Discussion, non-agenda items

4. Approval of Prior Meeting Minutes: *August 11, 2015 Regular Meeting Minutes*

5. Approval of Consent Agenda

6. Approval of Agenda

7. Presentations: None

8. Engineer Update: *Loren Crandell*

9. Action Items:

A. Old Business

- 1) Storm Water Update - *Loren Crandell*
- 2) Status of Street Lights in the DDA and Ongoing Maintenance – *Lannie Young/Jay Howie*
- 3) Land Purchase Agreement - *Tina Archer*
- 4) Roundabout Maintenance – *Tina Archer*
- 5) 2016 Budget Set Date for Strategy Session- *Jay Howie*
- 6) Ordinance Violations Report – *Tina Archer*

B. New Business

- 1) Sidewalk Connectivity – *Tina Archer*
 - *Spring Meadows to Southwest Roundabout/Ring Road*
 - *Gilden Woods to Orchard of Lyons*

10. DDA Coordinator Update

- Township Festival/Park Coordinator Job Description
- Temporary Data Entry Help
- Snow Removal Bid
- Update on Industrial Development Districts and Tax Abatement applications received
- Township festival/parks coordinator
- Building Demolition – 56000 Grand River, New Hudson

11. 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. Parks & Recreation Advisory Board (PRAB) – John Bell
- E. Board Member Comments/Announcements:

12. Committee Information and Updates

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

13. Items Removed From the Consent Agenda For Action or Discussion**14. Outstanding Items/Issues – No Action/No Discussion****Adjournment****Consent Agenda – July/August, 2015**

See page 3

LYON TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY					
PAYMENTS DUE -- JULY/AUGUST 2015					
No.	Vendor	Description	Invoice/ Project No.	Invoice Date	Amount
1	DTE	30461 Lyon Center Dr E. Electric Service Period Oct 29 - Nov 26	2546-825-0010-6	7/31 - 8/31 2015	\$ 94.62
2	DTE	57048 New Hudson Dr. Electric Service Period Oct 29 - Nov 26	2546-825-0111-4	7/31 - 8/31 2015	\$ 155.56
3	DTE	57305 Grand River Electric Service Period Oct 29 - Nov 26	2546-824-0007-5	7/31 - 8/31 2015	\$ 133.13
	McKenna Associates	Professional Services 1. Meeting with DDA subcommittee, Re: roundabout landscaping (July 1) - \$90.00 2. Meeting with architects at New Hudson Inn (July 22) - \$120.00	87002B, L20954A	8/7/2015	\$210.00
	John Bell Cell Phone Expense	\$40 per month Cell Phone Stipend	3165521372	8/20/ - 9/19	\$ 40.00
	Tina Archer - DDA Coordinator - Cell Phone Expense	\$40 per month Cell Phone Stipend	3204392312		\$ 40.00
	Total Lawn Care	Grass Cutting - Costello Drive \$40/cut: 7/6, 7/12, 7/20, 7/27	85366	8/29/2015	\$ 160.00
	Total Lawn Care	Grass Cutting - New Hudson Dr/Det Basin - \$56/cut: 7/6, 7/12, 7/20, 7/27	85367	8/29/2015	\$ 224.00
	Total Lawn Care	Grass Cutting - Grand River Area - \$40/cut: 7/6, 7/12, 7/20, 7/27	85368	8/29/2015	\$ 160.00
	Total Lawn Care	Grass Cutting - Milford Rd Area - \$15/cut: 7/6, 7/12, 7/20, 7/27	85369	8/29/2015	\$ 60.00
	Total Lawn Care	Grass Cutting - Grand River - \$60/cut: 7/6, 7/12, 7/20, 7/27	85370	8/29/2015	\$ 240.00
	Total Lawn Care	Grass Cutting - Grand River/Milford Area - \$14/cut: 7/6, 7/12, 7/20, 7/27	85371	8/29/2015	\$ 56.00
	Total Lawn Care	Grass Cutting - Lyon Center Drive- \$50/Cut -7/6, 7/12, 7/20, 7/27	85372	8/29/2015	\$ 200.00
	Total Lawn Care	Grass Cutting - In front of NH Cemetery - \$15/cut: 7/6, 7/12, 7/20, 7/27	85373	8/29/2015	\$ 60.00
	Total Lawn Care	Grass Cutting - New Hudson Drive W. \$35/cut:- 7/6, 7/12, 7/20, 7/27	85374	8/29/2015	\$ 140.00
	Total Lawn Care	Grass Cutting - Costello Drive \$40/cut: 8/3, 8/11, 8/17, 8/24	85515	8/29/2015	\$ 160.00
	Total Lawn Care	Grass Cutting - New Hudson Dr/Det Basin - \$56/cut: 8/3, 8/11, 8/17, 8/24	85463	8/29/2015	\$ 224.00
	Total Lawn Care	Grass Cutting - Grand River Area - \$40/cut: 8/3, 8/11, 8/17, 8/24	85642	8/29/2015	\$ 160.00
	Total Lawn Care	Grass Cutting - Milford Rd Area - \$15/cut: 8/3, 8/11, 8/17, 8/24	85484	8/29/2015	\$ 60.00
	Total Lawn Care	Grass Cutting - Grand River - \$60/cut: 8/3, 8/11, 8/17, 8/24	85678	8/29/2015	\$ 240.00
	Total Lawn Care	Grass Cutting - Grand River/Milford Area - \$14/cut: 8/3, 8/11, 8/17, 8/24	85634	8/29/2015	\$ 56.00
	Total Lawn Care	Grass Cutting - Lyon Center Drive- \$50/Cut -8/3, 8/11, 8/17, 8/24	85540	8/29/2015	\$ 200.00
	Total Lawn Care	Grass Cutting - In front of NH Cemetery - \$15/cut: 8/3, 8/11, 8/17, 8/24	85605	8/29/2015	\$ 60.00
	Total Lawn Care	Grass Cutting - New Hudson Drive W. \$35/cut:- 8/3, 8/11, 8/17, 8/24	85415	8/29/2015	\$ 140.00
	Rocket Enterprises Inc.	Service call to repair flag pole on roundabout	120015 / 38606	8/24/2015	\$ 542.75
	MHM Construction LLC	2015 Maintenance DDA Lights 8 hours deletrician, baborer and bucket truck	2015-435	8/24/2015	\$ 1,060.00
	Giffels Webster	Meeting with WRC on Jan 20, 2015 regarding New Hudson drain issues. Includes mtg preparation, attendance of mtg, preparation of mtg notes. Meeting with WRC, Lyon Twp, and Lyon DDA representatives on April 20 regarding New Hudson drain issues.	109205 Project # 1638115	5/8/2015	\$ 1,197.00
	Giffels Webster	1. Efforts to obtain bids from w contractor for proportional weir in MH 100A 2. Letter regarding bids to DDA Board 3. Communications with Robertson Brothers regarding SW Detention Basin level when contractor was connecting to storm system 4. Site Inspection of Detention Basin 5. Attend DDA Board mtg on 6/9/15 Preferred Client Discount - \$399.00	109677 Project # 1638115	7/31/2015	\$ 1,112.00
	Giffels Webster	Prepared and sent a memo regarding maintenance agreement for SW Detention Basin	109794 Project # 1638115	8/26/2015	\$ 133.00
Total					\$ 7,318.06