



*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.*

**REGULAR MEETING AGENDA  
CHARTER TOWNSHIP OF LYON DOWNTOWN DEVELOPMENT AUTHORITY  
BOARD OF DIRECTORS  
Tuesday, September 12, 2017  
7:00 P.M.**

Lyon Township Municipal Building - 58000 Grand River Avenue, New Hudson 48165 –Office # 248-437-2240

**1. Call to Order – Regular Meeting: Time: \_\_\_\_\_ PM**

**2. Pledge of Allegiance**

**3. Board Member Roll Call:**

\_\_\_\_\_ **Bell**      \_\_\_\_\_ **Dolan**      \_\_\_\_\_ **Egan**      \_\_\_\_\_ **Heidrich**      \_\_\_\_\_ **Howie**  
\_\_\_\_\_ **Miner**      \_\_\_\_\_ **Piccinini**      \_\_\_\_\_ **Szerlag**      \_\_\_\_\_ **Ward**

**Also Present:**    \_\_\_ Tina Archer, DDA/Economic Development Coordinator  
                      \_\_\_ Chris Doozan, Township Planner, McKenna Associates  
                      \_\_\_ Township Engineer \_\_\_\_\_  
                      \_\_\_ Guest(s)

**4. Announcements/Communications**

**5. Call to the Public** - Discussion of non-agenda items

**6. Approval of Prior Meeting Minutes:** *August 8, 2017 Regular Meeting Minutes*

**7. Approval of Agenda:**

**8. Approval of Consent Agenda:**

**9. Reports:**

**Engineer Update** – Civil Engineering Services – *Leslie Zawada*

- Ring Road Project
- Storm Water Detention

Any member of the audience wishing to address the board must step up to the microphone and state his /her legal name and address.

A time limitation of two (2) minutes per address will be allotted.

Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the DDA Coordinator at (248) 437-2240 or 248-215-6376 and located at 58000 Grand River Avenue, New Hudson, MI 48165, at least forty-eight hours prior to the meeting. Our staff will be pleased to make the necessary arrangements.

**Planning Update** – McKenna & Associates – *Chris Doozan***Parks & Recreation** – *John Bell*

- *New Park Sign*
- *ITC Park Donation & Friends of the Park*
- *New Advisory Board Member*
- *Private Foundation Grant Opportunity- Playscape*

**10. Presentation:** None**11. Action Items:****Unfinished Business:**

- a) Ball Park Discussion – Update on Sept 6 meeting w/owner – Mark Szerlag/Tina Archer
- b) Matrix Lighting – Jay Howie
- c) Capital Improvement Plan (CIP) – Update – *Chris Doozan*
- d) Lyon Today Ad – Tamra Ward/Tina Archer
- e) Oakland County Main Street Program

**New Business:**

- a) Discussion Redevelopment Strategies
- b) Subcommittee Recommendation– *Mark Szerlag/Robert Heidrich*
- c) Prosper Magazine Ad – *Tina Archer*
- d) Snow Removal Bids – *Tina Archer*
- e) Street cleaning – *Jay Howie*
- f) *DDA Lawyer* – *Jay Howie*
- g) MEFA – Attendance – *Tina Archer*

**Additions:** \_\_\_\_\_

\_\_\_\_\_

**12. DDA Coordinator Update:**

- Meeting Sept 13 with developer to discuss former General RV site
- Potential user for spec building along freeway
- SEMCOG – regional transportation plan input – online survey – community meetings
- Friday Sept 15 – Heritage Conference
- Sept 19- Tech 248 Meetup 3-5pm at HopCat in Royal Oak
- Sept 30 Color Run and Rally Ride
- October 8 (Sunday) – Dedication Event - Pearson Elementary
- Nov 10, 11, 12<sup>th</sup> – SW North America Grand Opening Weekend

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**13. Committee Information and Updates**

- a) Economic Restructuring: *Mark Szerlag*
- b) Promotion: *John Bell*
- c) Design: *Robert Heidrich*
- d) Organization: *Jay Howie*

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**14. Items Removed From the Consent Agenda for Action or Discussion**

**15. Adjournment:**

**Consent Agenda:**

LYON TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY						
PAYMENTS DUE – JULY/AUG 2017						
No.	Vendor	Description	Invoice Number	Invoice Date	Line Item #	Amount
1	DTE	30461 Lyon Center Dr E. - East Roundabout Electric Service Period August 1 -29	9100 117 1315 3	8/30/2017	920.000	\$ 82.58
2	DTE	57048 New Hudson Dr. - SW Roundabout Electric Service Period August 1 -29	9100 117 1327 8	8/30/2017	920.000	\$ 130.64
3	DTE	57305 Grand River - West Roundabout Electric Service Period August 1 -29	9100 117 1227 0	8/30/2017	920.000	\$ 78.24
4	McKenna Associates	Work to amend the New Hudson District sign ordinance 14.75 hours @ \$122/hour	870028,21554,L209554A	8/7/2017	800.001	\$ 1,799.50
5	Total Lawn Care	Grass Cutting - Costello Drive- \$40/cut - Mondays 7/3, 7/11, 7/17, 7/24	102228	7/31/2017	935.002	\$ 160.00
6	Total Lawn Care	Grass Cutting - New Hudson Dr/Det Basin - \$56/cut - Mondays 7/3, 7/11, 7/17, 7/24	102170	7/31/2017	935.002	\$ 224.00
7	Total Lawn Care	Grass Cutting - Grand River Area - - \$40/cut - Mondays 7/3, 7/11, 7/17, 7/24	102339	7/31/2017	935.002	\$ 160.00
8	Total Lawn Care	Grass Cutting - Milford Rd Area - \$15/cut - Mondays 7/3, 7/11, 7/17, 7/24	102209	7/31/2017	935.002	\$ 60.00
9	Total Lawn	Grass Cutting - Grand River - \$60/cut -	102371	7/31/2017	935.002	\$ 240.00

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	Care	Mondays 7/3, 7/11, 7/17, 7/24				
10	Total Lawn Care	Grass Cutting - Grand River/Milford Area - \$14/cut - Mondays 7/3, 7/11, 7/17, 7/24	102313	7/31/2017	935.002	\$ 56.00
11	Total Lawn Care	Grass Cutting - Lyon Center Drive - \$50/cut - Mondays 7/3, 7/11, 7/17, 7/24	102243	7/31/2017	935.002	\$ 200.00
12	Total Lawn Care	Grass Cutting - In front of NH Cemetery - \$15/cut - Mondays 7/3, 7/11, 7/17, 7/24	102297	7/31/2017	935.002	\$ 60.00
13	Total Lawn Care	Grass Cutting - New Hudson Drive W. - \$35/cut - Mondays 7/3, 7/11, 7/17, 7/24	102159	7/31/2017	935.002	\$ 140.00
14	Total Lawn Care	56850 Rice Street House - \$22/cut - Mondays 7/3, 7/11, 7/17, 7/24	102391	7/31/2017	935.002	\$ 88.00
15	Total Lawn Care	56862 Rice Street Vacant Lot \$18/cut - Mondays 7/3, 7/11, 7/17, 7/24	102403	7/31/2017	935.002	\$ 72.00
16	Total Lawn Care	Milford/Abbey Lane - Field Cut - Frequency as needed \$240/cut 7/17	100105	7/31/2017	935.002	\$ 240.00
17	Total Lawn Care	Milford/Abbey Lane - Community Garden Area - \$105/cut- Mondays 7/3, 7/17	102120	7/31/2017	935.002	\$ 210.00
18	Total Lawn Care	Milford/Abbey Lane - Berm Area - Mondays 7/3, 7/11, 7/17, 7/24	102119	7/31/2017	935.002	\$ 240.00
19	Total Lawn Care	Grass Cutting - Costello Drive- \$40/cut - Mondays 7/31, 8/7, 8/14, 8/21, 8/28	103312	9/5/2017	935.002	\$ 200.00
20	Total Lawn Care	Grass Cutting - New Hudson Dr/Det Basin - \$56/cut - Mondays 7/31, 8/7, 8/14, 8/21, 8/28	103256	9/5/2017	935.002	\$ 280.00
21	Total Lawn Care	Grass Cutting - Grand River Area - - \$40/cut - Mondays 7/31, 8/7, 8/14, 8/21, 8/28	103413	9/5/2017	935.002	\$ 200.00
22	Total Lawn Care	Grass Cutting - Milford Rd Area - \$15/cut - Mondays 7/31, 8/7, 8/14, 8/21, 8/28	103297	9/5/2017	935.002	\$ 75.00
23	Total Lawn Care	Grass Cutting - Grand River - \$60/cut - Mondays 7/31, 8/7, 8/14, 8/21, 8/28	103430	9/5/2017	935.002	\$ 300.00
24	Total Lawn Care	Grass Cutting - Grand River/Milford Area - \$14/cut - Mondays 7/31, 8/7, 8/14, 8/21, 8/28	103397	9/5/2017	935.002	\$ 70.00
25	Total Lawn Care	Grass Cutting - Lyon Center Drive - \$50/cut - Mondays 7/31, 8/7, 8/14, 8/21, 8/28	103326	9/5/2017	935.002	\$ 250.00
26	Total Lawn Care	Grass Cutting - In front of NH Cemetery - \$15/cut - Mondays 7/31, 8/7, 8/14, 8/21,	103375	9/5/2017	935.002	\$ 75.00

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		8/28				
27	Total Lawn Care	Grass Cutting - New Hudson Drive W. - \$35/cut - Mondays 7/31, 8/7, 8/14, 8/21, 8/28	103243	9/5/2017	935.002	\$ 175.00
28	Total Lawn Care	56850 Rice Street House - \$22/cut - Mondays 7/31, 8/7, 8/14, 8/21, 8/28	103456	9/5/2017	935.002	\$ 110.00
29	Total Lawn Care	56862 Rice Street Vacant Lot \$18/cut - Mondays 7/31, 8/7, 8/14, 8/21, 8/28	103480	9/5/2017	935.002	\$ 90.00
30	Total Lawn Care	Milford/Abbey Lane - Field Cut - Frequency as needed \$240/cut 7/31, 8/14, 8/28	103198	9/5/2017	935.002	\$ 720.00
31	Total Lawn Care	Milford/Abbey Lane - Community Garden Area - \$105/cut- Mondays 7/31, 8/7, 8/14, 8/21, 8/28	103196	9/5/2017	935.002	\$ 525.00
32	Total Lawn Care	Milford/Abbey Lane - Berm Area - Mondays 7/31, 8/7, 8/14, 8/21, 8/28	103195	9/5/2017	935.002	\$ 300.00
33	Rose Case	DDA Meeting Transcription	NA		801.001	\$ 157.50
34	Civil Engineering Services	DDA Meeting	3700	8/25/2017	936.042	\$ 187.50
35	Civil Engineering Services	Easement summary for DDA Prepare easement acquisition spreadsheet	3704	8/25/2017	936.042	\$ 150.00
36	Civil Engineering Services	SE Ring Road Project Field Topo, work, traffic study RFP, Concept plan	3707	8/25/2017	936.041	\$ 5,492.50
37	Lyon Township	2017 Summer Tax Statement - 56850 Rice Street	NA	2017	815.000	\$ 1,687.85
38	Verizon	John Bell - Cell Phone Service - July 20 - Aug 19 Account #: 480943036-00001	3585643780	NA	729.000	\$ 40.00
<b>Total</b>						<b>\$ 15,034.85</b>

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