

**LINCOLN PARK DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES
Regular Meeting of January 10, 2013**

The Lincoln Park Downtown Development Authority met in regular session on Thursday, January 10, 2013 in the Lincoln Park City Hall Council Chambers. The Chairperson called the meeting to order at 5:00 pm, when a quorum was present.

PRESENT: Fox, Krause, Romain, Wilson, Van Cleave, McLain, Bruner, Moraitis*
*arrived at 5:55 PM.

ABSENT: None

EXCUSED: None

ALSO PRESENT: Madhu Oberoi, Executive Director; David Tamsen, Attorney

Motion by Romain, Supported by Mayor
RESOLVED, that the agenda be approved as presented.
Motion unanimously carried.

Motion by McLain, supported by Mayor
RESOLVED, that the minutes of the regular meeting of December 13, 2012 be approved with the corrected spellings for Farmers Market.
Motion unanimously carried.

Motion by McLain, supported by Mayor
RESOLVED, that the minutes of the Special meeting of December 20, 2012 be approved as presented.
Motion unanimously carried.

Motion by McLain, supported by Romain
RESOLVED, that Madhu Oberoi, Executive Director be paid the sum of \$120.15 and the sum of \$72.09 for her attendance at Lincoln Park City Council Meetings of December 17, 2012 and January 7, 2013, respectively.
Motion unanimously carried.

Motion by Romain, supported by Bruner
RESOLVED, that the following claims and invoices be approved as presented:

W.H. Canon Co.	\$ 2,925.00 (subject to verification of \$200 watering bill)
W.H. Canon Co	\$ 1,320.00

Beckett & Raeder Invoice	\$ 240.00
American Planning Association (APA)	\$ 310.00
Consumers	\$ 36.74
Lowe's	\$ 79.80
Pagnucco & Tamsen	\$ 3,435.00
TOTAL	<u>\$ 8346.54</u>

Motion by Romain, Supported by Bruner
 RESOLVED, that the Farmers Market Report be accepted as presented.
 Motion unanimously carried.

Motion by Romain, Supported by McLain
 RESOLVED, that Finance Report be accepted as presented.
 Motion unanimously carried.

The Chairperson declared that it was time for the election of Board Officers and passed the gavel to the Attorney to conduct the elections.

Nominations for Chairperson were opened.
 Having received a sole nomination of Don Van Cleave,
 Don Van Cleave was elected to Chairperson by acclamation.

Nominations for Vice Chairperson were opened.
 Having received a sole nomination of Robert Bruner,
 Robert Bruner was elected to Vice Chairperson by acclamation.

Nominations for Secretary were opened.
 Having received a sole nomination of Peter Romain,
 Peter Romain was elected to Secretary by acclamation.

The Board did not fill the position of Treasurer.

Motion by McLain, Supported by Mayor
 RESOLVED, that all unsold advertising banners be purchased by the DDA and be imprinted with the name of the DDA.
 Motion unanimously carried.

Motion by Bruner, supported by Romain
 RESOLVED, that the revised rectangular logo with the green background and containing the lettering of "Lincoln Park Downtown Development Authority" and listed as the first example be selected as the DDA logo.
 Motion unanimously carried.

The Executive Director provided an update on the selected tree locations and types for the DTE foundation, Tree Planting Grant.

A sub-committee was formed to discuss and make recommendations to the Board on priority projects for 2013 and future steps for the upkeep of the Dorsey building.

Motion by Romain, Supported by McLain

RESOLVED, that the Board approved the following meeting dates for 2013, with the meetings starting at 5:00 pm in the Lincoln Park City Hall Council Chambers:

January 10, 2013	July 11, 2013
February 14, 2013	August 8, 2013
March 14, 2013	September 12, 2013
April 11, 2013	October 10, 2013
May 9, 2013	November 14, 2013
June 13, 2013	December 12, 2013
January 9, 2014	

Motion unanimously carried.

The Executive Director reported that the City received the Main Street Associate level membership along with 5 other communities.

Motion by Romain, Supported by Mayor

RESOLVED, that the DDA formally offers the following financial commitments to the City of Lincoln Park for a period of January 1, 2013 to June 30, 2014:

1. As the DDA believes that the museum is a cultural asset for the City and its continued operation is vital for the well being of the Community, it will assume the current and future budget of the Lincoln Park Historical Museum at an amount not to exceed \$17,000 per fiscal year, including the current fiscal year;
2. Assume the utility cost for lighting the flagpoles at the intersection of Southfield and Fort Street;
3. Provide snow and ice removal in the of City parking lots located at City Hall, the Library and the Museum;
4. Provide grounds maintenance for the City Hall, Library and Museum;
5. Pay \$500.00monthly rent, including all utilities, for the office space used by the Executive Director in City Hall;
6. Provide for the maintenance of Electronic sign at Fort and Southfield;
7. Provide Christmas lighting for City Hall and/ or other City facilities in the DDA area;
8. Pay for the City Newsletter- Happenings, if it includes advertisement for the Downtown Area;
9. Pay for additional Police services, if required for Special events in the DDA area; and
10. Pay the sum of \$15,000 for City Administrative charges for services rendered to the DDA.

BE IT FURTHER RESOLVED, that the DDA will continue to provide the following in the Business District to relieve the City of the burden to provide or do such:

1. Maintain and improve the existing City parking lots in the DDA business district;
2. Maintain the City right-of-way as to grass and limited pavement cleaning along Southfield Road from the railroad tracks to Fort Street and Fort Street from Champaign to Outer Drive;
3. Provide Christmas decorations in the Downtown area to make the area inviting to shoppers;
4. Provide seasonal plantings in the planters along Fort Street;
5. Provide Snow and Ice Removal from the City Parking lots in the DDA area;
6. Part time help to supplement snow removal, maintenance & trash removal in the DDA area; and
7. Pay for the electric service for the Pedestrian lighting on Fort Street and Southfield Road.

Motion unanimously carried.

Calls to the Audience

Oral reports of Directors

Motion by Romain, supported by McLain

RESOLVED, that the meeting adjourn at 6: 50 pm.

Motion unanimously carried.

Respectfully submitted,

Madhu Oberoi

Executive Director, DDA