

**LINCOLN PARK DOWNTOWN DEVELOPMENT AUTHORITY  
MEETING MINUTES  
Regular Meeting of January 16, 2014**

The Lincoln Park Downtown Development Authority met in a regular session, on Thursday, January 16, 2014 in the Lincoln Park DDA Office. The Secretary, called the meeting to order at 5:20 pm, when a quorum was present.

PRESENT: Fox, Moraitis, Romain, Wilson, Mayor Karnes

ABSENT: None

EXCUSED: Bruner, McLain, Van Cleave

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

Motion by Fox, supported by Moraitis

RESOLVED, that the agenda be approved as presented.

Motion unanimously carried.

Motion by Mayor Karnes, supported by Fox

RESOLVED, that the minutes of the regular meeting of November 14, 2013 be approved as presented.

Motion unanimously carried.

Motion by Wilson, supported by Fox

RESOLVED, that the following claims and invoices be approved as presented:

Beckett & Raeder	\$ 80.00
Beckett & Raeder ( Streetscape Phase III)	\$ 5,172.70
Beckett & Raeder (Dorsey Building)	\$ 500.00
Beckett & Raeder (Planter Repair)	\$ 588.00
Beckett & Raeder (Planter Repair)	\$ 717.40
Beckett & Raeder (Streetscape Phase III)	\$ 4, 835.60
Dan K's Invoice # 1033	\$ 11,882.00
Da K's Invoice # 1036	\$ 9,302.00
Graybar	\$ 2098.69

US Lawns	\$ 1,896.70
Us Lawns	\$ 525.00
Lowes	\$ 96.02
Dave Tamsen	\$ 2,272.50
Tax Bill- 1657 Fort Street	\$ 4,882.68
<b>TOTAL</b>	<b>\$ 44,849.29</b>

Motion unanimously carried.

The Farmers Market Report was received and filed.

Motion by Fox, Supported by Mayor  
RESOLVED, that the Finance Report be accepted as presented.  
Motion unanimously carried.

Motion by Wilson, supported by Fox  
RESOLVED, that the Election of Officers be postponed until next month.  
Motion unanimously carried.

Motion by Wilson, supported by Moraitis  
RESOLVED, that the Lincoln Park Downtown Development Authority hereby agrees to and does accept the jurisdiction and maintenance responsibilities for the proposed landscaping that will be placed within the right-of-way of Southfield Road, between I-75 and the Fort Street Intersection as part of the Fort Street Streetscape Project – Phase III; and

BE IT FURTHER RESOLVED, that the Lincoln Park Downtown Development Authority does hereby agree to indemnify, save harmless and defend the City of Lincoln Park against all law claims, suits and judgments of every name and description arising out of the construction and maintenance of the proposed landscaping within the right-of-way of Southfield Road, between I-75 and the Fort Street Intersection as part of the Fort Street Streetscape Project – Phase III.  
Motion unanimously carried.

Motion by Mayor, supported by Fox  
RESOLVED, that the discussion on design criteria and guidelines for public space on the Dorsey building site and vacant lot be tabled until the next regular DDA meeting in February.  
Motion unanimously carried.

The Board Discussed the Façade Grant Application for 2205 Fort and the status of the land contract on the property.

Motion by Wilson, supported by Mayor

RESOLVED, that the façade grant application for 2205 Fort Street be referred to the Design Committee and that the Committee review the application to see if it meets the requirements of the Grant Policy and Guidelines; and

BE IT FURTHER RESOLVED, that the applicant be requested to provide a an up-dated construction schedule for completion of the building improvements required under the land contract with the Board.

Motion unanimously carried.

Motion by Wilson, supported by Fox

Whereas the Mayor and City Council and City Manager has requested a recommendation from the Board as to what should be done with the damaged planter near Fort Street and Southfield Road, therefore;

RESOLVED, that the Board recommends that the damaged raised planter on Fort Street be removed and replaced with a planting bed at grade level, keeping as much of the existing landscape material as possible.

Motion unanimously carried.

The Executive Director advised the Board that Don Van Cleave has submitted a letter of resignation, stating personal issues prevent him from continuing.

By Acclamation

RESOLVED, that the Board reluctantly accepts the resignation of Don Van Cleave and does thank him for his years of service and unwavering commitment to the betterment of the Downtown and the City of Lincoln Park.

The Board was informed that a Meet and Greet will be held at the Park Restaurant on Friday January 24<sup>th</sup> at 6:00pm by the Downriver Council for the Arts to showcase artwork displayed at the Restaurant.

Motion by Mayor, supported by Fox

RESOLVED, that the meeting adjourn at 6:03 PM

Motion unanimously carried.

Respectfully submitted,

Madhu Oberoi

Executive Director, DDA