

**LINCOLN PARK DOWNTOWN DEVELOPMENT AUTHORITY  
MEETING MINUTES  
Regular Meeting of November 14, 2013**

The Lincoln Park Downtown Development Authority met in a regular session, on Thursday, November 14, 2013 in the Lincoln Park City Hall Council Chambers. The Secretary, called the meeting to order at 5:00 pm, when a quorum was present.

PRESENT: Fox, Krause, McLain\*, Moraitis, Romain, Van Cleave, Wilson

\*Late

ABSENT: None

EXCUSED: Bruner

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

Motion by Romain, supported by Fox

RESOLVED, that the agenda be approved as presented.

Motion unanimously carried.

Motion by Moraitis, supported by Wilson

RESOLVED, that the minutes of the regular meeting of October 10, 2013 be approved as presented.

Motion unanimously carried.

Motion by Romain, supported by Fox

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

Beckett & Raeder	\$ 512.20
Beckett & Raeder	\$ 4,139.20
Beckett & Raeder	\$ 3,234.00
Beckett & Raeder	\$ 8,580.90
US Lawns	\$ 1,981.61
US Lawns	\$ 3,274.38
Bronners Christmas Decorations	\$ 3,907.65
Office Max	\$ 223.92
Office Max	\$ 54.75
Madhu Oberoi (Wayne County Treasurer)	\$ 17.65
Downtown Business Association Conference (lodging)	\$ 156.71
Madhu Oberoi (Mileage to Grand Rapids)	\$ 180.00
Lowe's	\$ 48.73
DTE Energy	\$ 37.62
Dennis Anderson (Tree Lighting Ceremony)	\$ 50.00
David Tamsen (Attorney Fees)	\$ 3,015.00

SWRCC Downriver Branding Meeting		\$ 20.00
	<b>TOTAL</b>	<b>\$ 34,041.52</b>

Motion unanimously carried.

The Farmers Market Report was received and filed.

There was no Finance Report submitted.

Motion by Romain, supported by Krause

RESOLVED, that the Board awards the 2013/2014 base snow removal contract with optional sidewalk work, modified option 2 below, to Dan K's, Inc, the lowest responsible bidder at the following amounts per event:

	Plowing	Salting
Areas 1-6	\$1220.00	\$835.00
City Hall Sidewalks	\$ 65.00	\$ 45.00
Option 2 Sidewalks	\$ 476.00	\$340.00

BE IT FURTHER RESOLVED, that the sidewalk option 2 include the sidewalks on the East Side of Fort Street from Farnham to O'Connor and on the West Side of Fort Street from Euclid to Champaign; and

BE IT FURTHER RESOLVED, that the Executive Director, Director Romain and Director Moraitis are authorized to call for snow removal service; and

BE IT FURTHER RESOLVED, that the Chairperson and Secretary are authorized to sign all necessary contracts and documents.

Motion unanimously carried.

The Board discussed the Dorsey building.

Motion by McLain, supported by Krause

RESOLVED, that the Board hold a work session on Thursday, November 21, 2013 at 1:00 to discuss the Dorsey Building.

Motion unanimously carried.

The Board received an update on the Fort Street Streetscape Project Phase III.

The Board reviewed the façade grant request from Frank Castillo of Fiesta Auto Insurance concerning 2019 Fort Street.

The Board was advised by the Attorney that the grant request was solely for a sign and was not covered by the Façade Grant Policy as written.

Motion by Romain, supported by Moraitis

RESOLVED, that the Façade Grant request for 2019 Fort Street be denied as against the Grant Policy and Guidelines.

Motion unanimously carried, with McLain abstaining due to a conflict of interest.

The Board discussed the Fort Street planter on the east side of the street just south of Southfield Road that was damaged in a motor vehicle accident.

The Board received an update on the Lincoln Park Lofts project.

The Board discussed the possibility of sharing a position with the City Building Department for City Code enforcement in the Downtown Development Authority District.

Motion by Romain, supported by Wilson

RESOLVED, that the Board is willing to fund a position in the City Building Department for City Code enforcement for property and building maintenance items within the Downtown Development Authority District; and

BE IT FURTHER RESOLVED, that the Board would fund the position at a rate of up to \$1,100.00 per month, with the expectation that the individual would work one day per week in or on the District's work; and

BE IT FURTHER RESOLVED, that the Board would fund the position for the balance of the current fiscal year and would review future funding based upon the Board's finances and the results in the District produced by the position.

Motion unanimously carried

The Board discussed the Christmas Tree Lighting event.

Motion by Romain, supported by Moraitis

RESOLVED, that the Board approves the following meeting dates for 2014: January 9, 2014; February 13, 2014; March 13, 2014; April 10, 2014; May 8, 2014; June 12, 2014; July 10, 2014; August 14, 2014; September 11, 2014; October 9, 2014; November 13, 2014; December 11, 2014; January 8, 2015; and

BE IT FURTHER RESOLVED, that the dates be forwarded to the City Clerk to be posted.

Motion unanimously carried

By Acclamation

RESOLVED, that the Board thanks Mayor Krause for her service and dedication to the Lincoln Park Downtown Development Authority and the redevelopment and improvement of the Downtown Business Area.

Motion by Romain, supported by McLain

RESOLVED, that the meeting adjourn at 7:55 PM

Motion unanimously carried.

Respectfully submitted,

David Tamsen  
Board Attorney