

**LINCOLN PARK DOWNTOWN DEVELOPMENT AUTHORITY  
MEETING MINUTES  
Regular Meeting of August 8, 2013**

The Lincoln Park Downtown Development Authority met in a regular session, on Thursday, August 8, 2013 in the Lincoln Park City Hall Council Chambers. The Chairperson, called the meeting to order at 5:15 pm, when a quorum was present.

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

ABSENT: None

EXCUSED: Bruner

ALSO PRESENT: Madhu Oberoi, Executive Director; Dave Tamsen- Attorney

Motion by Romain, supported by Moraitis  
RESOLVED, that the agenda be approved as presented.  
Motion unanimously carried.

Motion by Wilson, supported by Moraitis  
RESOLVED, that the minutes of the regular meeting of July 16, 2013 be approved as presented.  
Motion unanimously carried.

Motion by Romain, supported by McLain  
RESOLVED, that the following claims and invoices be approved as presented  
Motion unanimously carried.

Beckett & Raeder	\$ 3,804.00
US Lawns	\$ 1,811.79
US Lawns	\$ 2,257.77
lafrate Construction Co.	\$ 159,566.46
David Tamsen	\$ 705.00
<b>TOTAL</b>	<b>\$ 168,145.02</b>

The Farmers Market Report was received and filed.

Motion by Moraitis, supported by McLain  
RESOLVED, that the Finance Report be accepted as presented.  
Motion unanimously carried.

The Board discussed a request from the Lincoln Park Historical Commission for assistance with its budget for fiscal year 2013/14.

Motion by Mayor, supported by Fox  
RESOLVED, that the Lincoln Park Downtown Development Authority hereby agrees to fund the Lincoln Park Museum for the FY 13-14 in the amount of \$8,500.00; and

BE IT FURTHER RESOLVED, that the Lincoln Park Historical Commission provide the Lincoln Park Downtown Development Authority with a status report concerning any grant applications that have been submitted and/or awarded and other fundraising activities; and

BE IT FURTHER RESOLVED, that the Lincoln Park Historical Commission provide the Lincoln Park Downtown Development Authority with a report concerning its ability to move funds from its Capital Improvement Account and what funds were so moved.  
Motion unanimously carried.

The Board discussed the fall planting of trees and foliage in the planters. The matter was referred to a study session with Beckett & Raeder.

The Board discussed the planter repair project and additional repairs to some of the planters. The status of the Decorative lights was also discussed.

The Board discussed a Petty Cash Account to handle miscellaneous day-day expenses that arise. The matter was sent to a Committee of Directors VanCleave and McLain, the Executive Director and the Attorney.

The result of the Vacant Property Campaign was discussed. The Executive Director will provide some additional bullet points for discussion at a later meeting.

The Fort Street Public Space was discussed.

The Executive Director's Contract was discussed. The matter was referred to the Executive Committee for further review.

Snow removal contract was discussed. Bid documents will be presented for Board action at the next meeting.

The Board discussed Christmas ornaments and additional lighting. November 30<sup>th</sup> was suggested as the date for the tree lighting ceremony followed by an open house at the Museum.

The Board discussed the continued membership in the Michigan Main Street Program.

Motion by McLain, supported by Moraitis

RESOLVED, that Lincoln Park Downtown Development Authority desires to continue its Associate Level Main Street designation for another year; and

Motion unanimously carried.

BE IT FURTHER RESOLVED, that the Executive Director take the necessary steps and complete the required documents to request the continued membership level from the Michigan Main Street Center.

Motion unanimously carried.

The Board received an up-date from the Executive Director regarding the Redevelopment Ready Communities training and certification program.

Motion by Romain, supported by McLain

Resolved that the meeting adjourn at 8:20 PM

Motion unanimously carried.

Respectfully submitted,

Madhu Oberoi

Executive Director, DDA