

**LINCOLN PARK DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES
Regular Meeting of September 11, 2014**

The Lincoln Park Downtown Development Authority met in a regular session, on Thursday, September 11, 2014 in the Lincoln Park City Hall Council Chambers. The Chairperson, called the meeting to order at 5: 04 pm, when a quorum was present.

PRESENT: Wilson, Galley, Romain, Steele, Fox, McLain*

* 5.15 pm

ABSENT: None

EXCUSED: Moraitis, Karnes

ALSO PRESENT: Madhu Oberoi, Executive Director

Motion by Galley, supported by Fox

RESOLVED, that the agenda be approved with the addition of an additional item under, 'Other Business- item (c)'- Acceptance of Resignation letter of David Tamsen, Attorney.

Motion unanimously carried.

Motion by Galley, supported by Fox

RESOLVED, that the minutes of the regular meeting of August 14, 2014 be approved as presented.

Motion unanimously carried.

Motion by Fox, supported by Romain

RESOLVED, that the following claims and invoices be approved as presented with further clarification from Beckett & Raeder regarding their invoices for inspection and landscape services and conditioned upon the approval of the Emergency Manager:

Beckett & Raeder - Strategic Plan update	\$ 1,824.00
Beckett & Raeder –Streetscape Phase III Landscape Services	\$ 560.00
Beckett & Raeder- Streetscape Phase III Inspection	\$ 80.00
Beckett & Raeder –Dorsey Building	\$ 4,000.00
Commercial Grounds Services LLC	\$ 8,975.50
Gary Printing	\$ 21.00
Madhu Oberoi (Business Networking)	\$ 98.32

TOTAL \$ 15,558.82

Motion unanimously carried.

The Farmers Market Report was accepted as presented.

Motion by Romain, supported by Fox

RESOLVED, that the Finance Report be accepted as presented.

Motion unanimously carried.

The Executive Director presented a report of activities in the downtown area and potential businesses.

Motion by McLain, supported by Romain

RESOLVED, that the Executive Director be authorized to attend the Michigan Association of Planning annual conference in Mackinac Island from Oct. 8- Oct. 10, 2014 at a cost not to exceed \$1000 subject to approval by the Emergency Manager.

Motion unanimously carried.

Motion by Romain, supported by McLain

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

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.

Motion by Romain, Supported by McLain

Resolved that a committee consisting of Galley, Romain and Steele meet with Commercial Grounds Services on Monday or Wednesday at 11 am to discuss fertilizer application and seeding of Southfield median where needed.

Motion unanimously carried.

Motion by Romain, Supported by Galley

RESOLVED, that the Executive Director be authorized to get an asbestos survey of the Dorsey Building at a cost not to exceed \$500.

Motion unanimously carried.

Motion by Romain, Supported by Fox

RESOLVED, that the snow removal contract be bid out again, and the Executive Director be authorized to complete the bid package with assistance from Beckett & Raeder if needed.

Motion unanimously carried.

The Board directed the Executive Director to contact Hennessey Engineers to stake the property lines behind Park Restaurant.

Motion by Romain, Supported by Wilson

RESOLVED, that the resignation of David Tamsen, Attorney be accepted.

BE IT FURTHER RESOLVED, that a letter of appreciation be sent to Mr. Tamsen for his many years of valuable service to the DDA.

Motion unanimously carried.

Motion by Romain, supported by Fox

RESOLVED, that the meeting adjourn at 6:55 PM

Motion unanimously carried.

Respectfully submitted,

Madhu Oberoi
Executive Director, DDA