

LINCOLN PARK DOWNTOWN DEVELOPMENT AUTHORITY
Draft MEETING MINUTES
Regular Meeting of July 14, 2016

The Lincoln Park Downtown Development Authority met in a regular session, on Thursday, July 14, 2016 in the Lincoln Park City Hall Council Chambers. The Chairperson, called the meeting to order at 5:10 pm, when a quorum was present.

PRESENT: Lynch-Wilson, Galley, Romain, Fox, Steele, and McLain

ABSENT:

EXCUSED: Karnes, Moraitis and Attorney William Look

ALSO PRESENT: Giles Tucker, Executive Director

Motion by Galley, supported by Romain
RESOLVED, that the agenda be approved as presented.

Motion by Galley, supported by Fox
RESOLVED, that the minutes of the regular meeting of June 9, 2016 be approved as presented.
Motion carried. Steele Abstained from voting.

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

Legal Fees DDA June 9 th	\$ 85.00
Commercial Grounds May Invoice	\$ 7407.00
Commercial Grounds June Invoice	\$ 4656.00
Harbor Freight Tools (Water pump, nozzle)	\$ 227.97

TOTAL \$ 12,375.97

Motion unanimously carried.

The Farmers Market Report was accepted as presented.

The Finance Report was accepted as presented.

Motion by Lynch-Wilson, supported by McLain
RESOLVED, that the Executive Director research the DDA Bylaws and develop an amendment that will establish the parameters of standing subcommittees within the DDA.
Motion carried unanimously.

Motion by Galley, Supported by McLain
RESOLVED, that the Board accept the Façade Improvement Grant application of the Lincoln Park Masonic Temple for a total of \$10,000.00 in matching funds upon completion of the project, pending review of the Program Guidelines from the DDA Attorney on the following items:

1. What Constitutes "Normal Business Hours"?
2. Can an exception be made to this project in regards to the Standards for Grant Decisions that states "Grants cannot be used to pay for work already commenced or completed" given that the application was first presented to the DDA Board on April 14th and then on May 12th. In Both cases the DDA board requested more information/renderings before making a decision.

Motion carried. Lynch-Wilson Voted Nay.

Motion by Romain, supported by Fox

RESOLVED, that the board approve the reimbursement of the accepted Façade Grant application of Esperanza Premier Services located at 1668 Fort Street. The total reimbursement amounts to \$1,425.00.

Motion carried. McLain Abstained from voting.

Motion by Galley, supported by Romain

RESOLVED, that the DDA Board match the contribution of the EDC towards Executive Director Tucker's membership to the Michigan Economic Developers Association (MEDA) and registration for the Economic Development Basic Course scheduled from September 12-15th 2016, as well as any travel costs incurred attending the course. The DDA's portion of both membership and the course shall not exceed \$447.50. The DDA also agrees to reimburse travel expenses.

Motion carried unanimously.

Brian Reicker owner of two Tim Horton's Café and Bake shop locations within Lincoln Park introduced himself and expressed interest in becoming a member of the DDA. His appointment will go before the City Council July 18th 2016.

Motion to Adjourn 6:37pm

Respectfully submitted,

Giles Tucker

Executive Director, DDA

* Arrived after the approval of minutes