

**LINCOLN PARK DOWNTOWN DEVELOPMENT AUTHORITY**  
**Draft MEETING MINUTES**  
**Regular Meeting of November 13, 2015**

The Lincoln Park Downtown Development Authority met in a regular session, on Thursday, November 13, 2015 in the Lincoln Park City Hall Council Chambers. The Chairperson, called the meeting to order at 5:07 pm, when a quorum was present.

PRESENT: Wilson, Galley, Romain, Fox, McLain, Karnes

ABSENT: None

EXCUSED: Steele, Moraitis

ALSO PRESENT: Attorney William Look and Giles Tucker, Executive Director

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

Motion by Karnes, supported by McLain  
RESOLVED, that the minutes of the regular meeting of October 8, 2015 be approved as presented.  
Motion unanimously carried.

Motion by McLain, supported by Karnes  
RESOLVED, that the minutes of the regular meeting of October 28, 2015 be approved as presented.  
Motion unanimously carried.

Motion by McLain, supported by Fox  
RESOLVED, that the Board release the façade grants funds in recognizing the completion of the Wayne Metro Marque in the amount of \$75,000.

Motion by Karnes, supported by McLain  
RESOLVED, that the following claims and invoices be approved as presented conditioned upon the approval of the Emergency Manager:

Commercial Grounds Services LLC	\$ 5011.00
MDA Membership Renewal	\$ 200.00
Beckett-Raeder- Strategic Plan Update	\$ 912.00
AT&T- Dorsey Building	\$ 4710.82
Makowski and Look- Oct. 9 <sup>th</sup> Services	\$ 106.25
Total MDA Conference Expenses	\$ 352.00
Graybar	\$ 4647.66

**TOTAL                   \$ 15,939.73**

Motion unanimously carried.

The Farmers Market Report was accepted as presented.

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

Motion by Romain, Supported by McLain  
RESOLVED, that the Board accept the proposal from Marygrove Awning Company in the amount of \$8,566.00 for the replacement of awnings at City Hall.  
Motion unanimously carried.

Motion by Karnes, supported by Romain  
RESOLVED, that the Board authorize the Executive Director enter into an agreement with US Lawns for snow removal for the 2015-16 winter season.

The Executive Director updated the Board on the City of Lincoln Park decision to search for a City Management Intern. The Executive Director expressed that this change warrants the DDA and EDC put a hold on entertaining any addition of interns or part time staff.

The Executive Director received comments and amendments to the developed letter designed to remind business owners of their obligation to maintain the sidewalks in front of their property during this winter season and the snow and ice that comes with it.

Motion by Karnes, supported by Romain  
RESOLVED, that the Board authorize King Kurb Asphalt Co. to repair the asphalt damaged by truck traffic in the "Fort and Garfield" city lot for the price of \$4400.00.  
Motion unanimously carried.

Motion by Karnes, supported by Romain  
RESOLVED, that the Board authorize US Lawns install winter decorations on the light posts within the DDA area from the price of \$2234.00  
Motion unanimously carried.

The Executive Director updated the Board on the progress of the Tree Lighting Ceremony that will be held on December 5, 2015 at 7:00pm

Motion by Romain, supported by Fox  
RESOLVED that the Board table the request from the Lincoln Park Farmers Market for an aluminum trailer to store and protect its equipment.  
Motion unanimously carried.

Councilman Dardzinski addressed the Board requesting their support for the Penny Drop, a New Year's Eve Event located at the Lincoln Park Museum.

Motion by Romain, supported by Fox  
RESOLVED, that the meeting adjourn at 6:32 PM  
Motion unanimously carried.

Respectfully submitted,

Giles Tucker  
Executive Director, DDA