

LINCOLN PARK DOWNTOWN DEVELOPMENT AUTHORITY
Draft MEETING MINUTES
Regular Meeting of October 13, 2016

The Lincoln Park Downtown Development Authority met in a regular session, on Thursday, October 13, 2016 in the Lincoln Park City Hall Council Chambers. The Chairperson, called the meeting to order at 5:00pm, when a quorum was present. Board Members Fox and Moraitis were present at 5:05pm*.

PRESENT: Lynch-Wilson, Romain, Fox*, Steele, Karnes, Moraitis*, Galley and Reicker

ABSENT:

EXCUSED: McLain

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

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

Motion by Karnes, supported by Romain
RESOLVED, that the minutes of the regular meeting of September 8, 2016 be approved as presented.
Motion carried. Galley Abstains.

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

Legal Services for September 13 th DDA Meeting (Legal Fees 747-001-82600)	\$ 85.00
Green home Group (Capital Expenditures 747-001-98300)	\$ 2200.00
Commercial Grounds Landscaping Services August 2016 (Equipment Allocation 747-001-818LM0)	\$ 9349.50
Commercial Grounds Landscaping Services Sept. 2016 (Equipment Allocation 747-001-818LM0)	\$ 8351.50
Blue Star Demolition (Remaining Balance and Retainer) (Operational Supplies 747-001-75700)	\$ 18,400.00
TOTAL	\$ 38,386.00

Motion unanimously carried.

The Farmers Market Report was accepted as presented.

The Finance Report was accepted as presented.

Motion by Karnes, Supported by Lynch-Wilson
RESOLVED, that the Board recommend that City Council approve the attached amendment of the LPDDA Bylaws.

Motion by Leslie, supported by Karnes
RESOLVED, that the board approve the proposed Bylaws changes to establish permanent Standing Committees for the DDA. A resolution will be prepared for the City Council's consideration.
Motion carried with over 2/3 Majority.

The Executive Director updated the board on the state of utility enclosures along the alley behind Park Restaurant. At this point the Executive Director was instructed to ask AT&T to secure their boxes.

Motion by Romain, supported by Moraitis
RESOLVED, that the DDA Board post and hold a Special Meeting to finalize conceptual plan for the pavilion project and discuss major project priorities at 5pm on October 20th, 2016 at the Park Restaurant Hall. This meeting will be public posted on Monday October 17, 2016.
Motion carried unanimously.

Motion by Karnes, supported by Moraitis
RESOLVED, authorize the Executive Director to move no more than \$11,000 from Contractual Services Lawn Maintenance 747-001-818LM0 to Contractual Services 747-001-818000 for the sole purpose of paying for the installation of 24 trees in the median along Fort Street. This installation qualifies for up to \$3000 in DNR/DTE Tree Planting Grant.

Motion by Karnes, Moraitis
RESOLVED, that the DDA agrees to become a Sponsor of the 2nd Annual Penny Drop New Year's Celebration. The DDA agrees to apply and pay for a Special Events Permit with the City Clerk's Office for costs of up to \$100.00.
Motion Carried. Romain Abstains.

Motion by Romain, supported by Reicker
RESOLVED, that the DDA allow Commercial Grounds up to 6 additional sidewalk sweeping and cleanings from now until the last week of November 2016 not to exceed a total of \$3060.00.

Motion by Galley, supported by Romain
RESOLVED, that the Board authorize the Executive Director to spend no more than \$2000 from the Special Events line item 747-001-885000 for the 2016 Tree Lighting Ceremony.
Motion Carried.

Motion to Adjourn 7:48pm

Respectfully submitted,

Giles Tucker
Executive Director, DDA