



# LINCOLN PARK DOWNTOWN DEVELOPMENT AUTHORITY

## Minutes of the DDA Regular Meeting

July 13, 2023

### 1. Call to Order, Roll Call, and Confirmation of Quorum

Chairman, Sam Eckman called the meeting to order at 5:09 P.M.

Present: Sam Eckman, Leslie Lynch Wilson, Chris Mura, Mayor Higgins, Bob Steele.

Absent: Vicky McLain, Daniel Wright, Brian Reicker

Quorum confirmed: five (5) members present and five (5) affirmative votes to pass any motion.

Also Present: Brandon Frye, interim Executive Director, William Look, Attorney, Councilwoman Lylian Ross (audience), and Councilman Carlos Salcido (audience).

### 2. Approval of Agenda:

Motion to approve the agenda: Mayor Higgins

Support: Leslie Lynch Wilson

Motion approved unanimously.

### 3. Approval of Minutes: DDA Special Meeting, June 14, 2023.

Motion to approve: Leslie Lynch Wilson

Support: Bob Steele

### 4. Approval of Invoices:

a. William Look, DDA June Invoice – (\$544.00)

Motion to approve: Leslie Lynch Wilson

Support: Mayor Higgins

Motion approved unanimously.

b. United Lawnscape – June Invoice 552674 (\$9,050.00)

Motion to approve: Leslie Lynch Wilson

Support: Mayor Higgins

Motion approved unanimously.

**5. Farmers Market Report:** July 2023 report delivered by Leslie Lynch Wilson and made part of the record by reference.

**6. Financial Reports:** June report reviewed by the Director, presented to the board for review, and made part of the record by reference.

**7. Old Business:**

**a. Downtown EV Stations:**

The Director reported to the board the status of the charging station – Southfield median location issues we were having. The Director reported that he spoke with various levels of administration from Wayne County, State government, and DTE to come up with a solution or compromise. Ultimately, we are hopeful that an easement is provided from Wayne County to DTE so that our preferred location in the Southfield median is the chosen area for our charging stations - - to be determined.

**b. Downtown Street and Alley Improvements:**

The Director reported to the board that in conversations with the city manager it was expressed that there will be available funding next year to provide improvements to the downtown street and alleys. Previously, the plan was for the DDA and the city to use CDBG loan funds to fix these streets and alleys.

**c. Fort Street/Southfield Transportation Equity Study:**

The Director reported to the board that in conversations with the city manager and the DPS Director, that a pilot program would likely be approved by all channels. This road study pilot program would consist of a few blocks on Fort st as well as Southfield - - would contain similar ideas to what the original study, but on a smaller-scaled operation. The idea is that before we commit to a permanent road transformation consisting of bicycle lanes, walking lanes, etc., a pilot program for a shorter amount of time to study and see if it would work, would be useful.

**8. New Business:**

**a. Outdoor Fitness Court:**

The Director reported that the construction start date would be Monday, July 17<sup>th</sup>. Great Lakes Contracting will be doing site grading and putting in the concrete pad.

**b. Lincoln Park Historical Museum Architectural Assessment Official Contract:**

Motion to approve: Leslie Lynch Wilson

Support: Mayor Higgins

Motion approved unanimously.

**c. Cancel Façade Grant for 1706 Fort Properties LLC.**

The Director reported the check and lien will be stopped/cancelled.

**d. Discover Downriver Advertising Opportunity:**

The Director reported to the board the opportunity to promote businesses in the downtown area. Discover Downriver does work in promoting events and has worked on advertising for individual businesses in Lincoln Park. After discussion, it was suggested that Discover Downriver comes to our August DDA meeting to present ideas to the board.

**e. 1422 Southfield Official Sale:**

The Director reported that Kol Kroj has officially paid to purchase this building from the DDA and will follow the requirements set forth in the purchase agreement.

**9. Executive Director's Oral Reports:**

**a. Dangerous Building Order – 1574 Fort St**

The Director reported that he is in constant communication with the owner of this property, Gaston Munoz. Mr. Munoz has expressed that he will begin getting the building up to code and structurally sound as soon as the assessment from the building department is reported back to him.

**b. Team Developer Meeting**

The Director reported details to the board about the development team meeting that takes place every two weeks, where selected department heads go over potential economic development in the city.

**c. Potential New Auto Dealership**

The Director reported working with a gentleman who wants to find a location to bring a used auto dealership in Lincoln Park. The Director has facilitated conversations and a tour of a particular property that may be a good location.

**10. Calls to Audience & Miscellaneous Matters:**

Nothing to report.

**11. Board Member Comments:**

Chris Mura asked about the status of the former Sears property and a discussion ensued.

**12. Adjournment:**

Motion to adjourn was made by Bob Steele at 6:31 P.M.

Support: Leslie Lynch Wilson: Motion approved unanimously