



LINCOLN PARK DOWNTOWN DEVELOPMENT AUTHORITY

Minutes of the DDA Regular Meeting May 12, 2022

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

Vice Chairman, Daniel Wright called the meeting to order at 5:15 PM.

Present: Leslie Lynch-Wilson, Bob Steele, Daniel Wright, Mayor Karnes, Vicky McClain (5)

Absent: Sam Eckman, Brian Reicker, Jim Fox, Leah Moraitis (4)

Also Present: Carl Malysz, Executive Director and Bill Look, Attorney.

2. Approval of Agenda:

Discussion

Motion to approve as amended: Mayor Karnes

Support: Ms. Lynch Wilson

Motion approved unanimously.

3. Approval of Minutes: April 14, 2022

Motion to approve as amended: Mayor Karnes

Support: Ms. Lynch Wilson

Motion approved unanimously.

4. Approval of Invoices:

- a. William Look, April 18, 2022 (\$170.00)

Motion to approve: Mr. Steele

Support: Ms. Lynch-Wilson

Motion approved unanimously.

- b. *MotorCity Graphics*, April 25, 2022 (\$420.00)

Motion to approve: Mr. Steele

Support: Mayor Karnes

Motion approved unanimously.

- c. Beckett&Raeder, Fort Street Transportation Equity Study, March 2022 (\$ 875.00)

Motion to approve: Mayor Karnes

Support: Mr. Steele

Motion approved unanimously.



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- d. Lincoln Park Department of Public Services, May 6, 2022, Cold patch for Southfield Road Median (\$392.33)

Mayor Karnes recommended tabling by the Chair for further consideration.
Invoice was tabled by the Chair.

- e. Lincoln Park Department of Public Services, May 6, 2022, Garbage Run (\$24,395.28)

Mayor Karnes recommended tabling by the Chair for further consideration.
Invoice was tabled by the Chair.

- f. Fort Street Sidewalk Repairs – Great Lakes Construction (\$184,631.76)

Motion to approve by Mayor Karnes
Support: Ms. Lynch-Wilson
Motion passed unanimously.

5. **Farmers Market Report:** Leslie Lynch-Wilson, May 2022

Report delivered by Ms. Lynch-Wilson and made part of the record by reference.

6. **Financial Reports:** April 30, 2022

Reports delivered by the Executive Director and made part of the record by reference.

7. **Old Business:**

- a. Beckett&Raeder: Status Report on Southfield Road Corridor Study and Plan and Fort Street Transportation Equity Study

The memo distributed was briefly discussed by the Executive Director. He also stated that there would be a joint study session with the City Council on Monday June 20, 2022 at 6:00 PM.

- b. Cinco de Mayo Festival 2022 – Report by Maureen Tobin and Project

The report was presented by Maureen Tobin. She noted that the first time ever, the sponsorships and vender fees collected covered all costs associated with the event. The financial records of the event were made part of the record by reference.



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c. Ratify CGI Community Banner Design – 2022 Series

The Executive Director displayed draft prototypes of the banners. He stated that more work remained to be done. The ideas encompassed in the drafts were the High School colors and greetings to persons visiting Lincoln Park and the Downtown.

d. Holiday Decorations for 2022 – Design and Physical Improvement Committee Report

Ms. Lynch Wilson indicated that additional time was needed to formulate recommendations for new decorations but indicated that the Design Committee wanted to focus on the Southfield Road corridor in the vicinity of City Hall.

e. City Hall Landscaping – Design and Physical Improvement Committee Report

Ms. Lynch Wilson reported that a plan was being developed for a design contest for Fall planting. More would be explained at subsequent meetings.

f. Ratify Executive Director’s Contract for September 1, 2021- August 31, 2023

Motion to ratify the Executive Director’s contract as written by Mr. Steele
Support: Ms. McLain
Motion passed unanimously.

g. DIA Inside/Out Exhibit

The Executive Director distributed a site location map and images of the exhibits placed at five locations in the Downtown. He also indicated that he would be discussing an “opening” event with the City Manager and the Lincoln park Historical Museum.

h. National Fitness Campaign: Outdoor Fitness Court.

The Executive Director reported on the status of acquiring the site at Euclid and Fort Street. This item was tabled for further discussion at a later date.

i. Lincoln Park Heritage Plaza – 2022 Dedication of Pavers – Todd Galley

The Executive Director reported that the paver unit in memory of deceased DDA Board member Todd Galley which the Board members purchased would be



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ceremoniously installed at the Historical Museum on Saturday, May 11, 2022 at 12:00 Noon.

- j. DDA Part-time employee and other related issues.

This matter was tabled for discussion at a future date.

8. New Business:

- a. Savone Cement Proposal – Fort Street Farmers Market Site (\$73,419.50)

The Executive Director shared the proposal of Savone Cement with the DDA Board of Directors. The proposal would remove damaged concrete roadway and sidewalk and install same and a new sidewalk across the former-Mellus Park site from Fort Street to the roadway east of the site. The proposal would cost nearly \$10,000.00 less than proposed by Great Lakes Construction. The improvements were necessary to relocate the Farmers Market to the former-Mellus Park site.

Motion to award this contract to Savone Cement was Made by Mayor Karnes.

Support: Ms. McLain

Discussion: Mr. Steele indicated that he and Savone were partners in the real estate that both companies occupy on Southfield Road; however, he has no pecuniary interest in Savone Cement, per se.

Motion passed unanimously.

- b. EV Stations – Matt Widby Research
and
- c. Southfield Road Railroad and I-75 Underpasses – Matt Widby Research

The Executive Director distributed information gathered by EDC Board member Matt Widby. He also indicated that further research and discussion would be undertaken as this information could benefit the Downtown and the City of Lincoln Park.

9. Director's Report:

- a. Eastside 2200 Block of Fort Street – Acquisition/Rehabilitation and Incubator Program.
and
- b. CDBG Program Year 2022-2023 Request: DDA Housing Rehab Program
and
- c. Downtown Event Challenge Grant Program.
and



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- d. City Events Coordinator.
and
- e. Branding/Promotions Summer Intern – Cayce Parris, Rochester University,
Bachelor of Business Administration, Management Major, Senior.

The Executive Director generally briefed the Board on the several items listed above. Although she was offered the Summer Internship as listed above, Cayce Parris had reported that she accepted another internship position. No questions or other discussion among the Board members ensued.

10. Calls to Audience & Miscellaneous Matters:

No comments or questions were received.

11. Board Member Comments:

No further comments or questions were expressed by any of the Board members.

12. Adjournment:

Motion to adjourn was made by Ms. Lynch-Wilson.

Support: Ms. McLain

Motion passed unanimously.

Meeting adjourned at 7:03 PM.

Lincoln Park
Downtown Development Authority
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https://www.citylp.com/government/downtown_development_authority/government/financial_incentives.php
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