



LINCOLN PARK DOWNTOWN DEVELOPMENT AUTHORITY

Minutes of the DDA Regular Meeting July 26, 2022

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

Chairman, Sam Eckman called the meeting to order at 5:24 PM.

Present: Sam Eckman, Mayor Karnes, Leslie Lynch-Wilson, Bob Steele, Daniel Wright

Absent: Brian Reicker, Jim Fox, Leah Moraitis, Vicky McClain

Also Present: Carl Malysz, Executive Director (via telephone conference) and Bill Look, Attorney.

2. Approval of Agenda:

Motion to approve: Mr. Steele

Support: Ms. Lynch-Wilson

Motion approved unanimously.

3. Approval of Minutes: June 9, 2022

Motion to approve: Mr. Steele

Support: Mr. Wright

Motion approved unanimously.

4. Approval of Invoices:

- a. William Look, DDA Meeting June 9, 2022 (\$182.75)

Motion to approve: Mayor Karnes

Support: Mr. Wright

Motion approved unanimously.

- b. Beckett&Reader, Fort Street Transportation Equity Study, May 2022 (\$7525.00)

Motion to approve: Mr. Steele

Support: Ms. Lynch-Wilson

Motion approved unanimously.

- c. Lincoln Park Department of Public Services, May 6, 2022, Garbage Run (\$4,702.62)
(Tabled from last meeting – revised quote – down from \$24,000+.)

Motion to approve: Mayor Karnes

Support: Ms. Lynch-Wilson

Motion approved unanimously.

- d. Commercial Grounds, Inc. – April 2022 (\$3,877.10)
Commercial Grounds, Inc. – May 2022 (\$6,936.81)
Commercial Grounds, Inc. – June 2022 (\$8,079.92)
Commercial Grounds, Inc. – Tree Trimming (\$800.00)

Motion to approve: Mayor Karnes

Support: Mr. Steele

Motion approved unanimously.



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- e. Fort Street Sidewalk Repairs – Great Lakes Construction – 100% Complete:
- Original Contract: \$205,146.40
 - Change Order No. 1: 4,923.10
 - TOTAL \$210,069.50

Motion to approve: Mayor Karnes
Support: Mr. Steele
Motion approved unanimously.

- f. National Fitness Campaign: Outdoor Fitness Court – Second installment for equipment package (\$56,865.00)
Motion to approve: Mayor Karnes
Support: Ms. Lynch-Wilson
Motion approved unanimously.

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

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

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

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

7. **Old Business:** presented by Executive Director

- a. Beckett&Reader: Status Report on Southfield Road Corridor Study and Plan and Fort Street Transportation Equity Study
Director provided report on Southfield Road Corridor Study. Drafts of a final report being made by Beckett&Reader.
- b. Holiday Decorations for 2022 – Design and Physical Improvement Committee
Ms. Lynch-Wilson and committee working on holiday decorations.
- c. City Hall Landscaping – Design and Physical Improvement Committee Report
Ms. Lynch-Wilson and committee working on City Hall Landscaping.
- d. National Fitness Campaign: Outdoor Fitness Court
Director reported final payment approved, ARPA funds will be available for future expenses and also a \$20,000 grant may be available.
- e. Downtown EV Stations
EV Charging Station map submitted for review.



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- f. Southfield Road Railroad and I-75 Underpasses
Director explained Matt Widby of EDC was exploring possibility of beautifying underpasses. MDOT has no objections. Funding sources being explored.
- g. Fort Street Transportation Equity Study
Nothing to report.

8. New Business: presented by Executive Director

- a. Dangerous Building Order – 1574 Fort Street
Matter to go before City Council on August 1, 2022. The Executive Director pointed out the building is 800 square feet and if torn down, leaves an empty and unused space. It was decided the DDA could consider a Façade Grant provided the owner can convince the City Council that he has the financial ability to make the building safe.
The DDA and EDC are to be notified of any dangerous building review or determination by any city official concerning any business building in the downtown area.
Motion by: Mayor Karnes
Support: Mr. Steele
Motion passed unanimously.
- b. Wayne County Tax Sale – First Right of Refusal
Extension granted by Wayne County for tax sale right of first refusal.
- c. City Events Coordinator Proposal
Executive Director discussed progress on creating a City Events Coordinator. Funding source needs to be identified to pay salary.

9. Director's Report:

- a. Eastside 2200 Block of Fort Street – Acquisition/Rehabilitation and Incubator Program
Jeremy Slodavnik (owner of Joe's Hamburgers in the City of Wyandotte) purchased building on corner.
- b. CDBG Program Year 2022-2023 Request: DDA Housing Rehab Program
Incoming intern will work on this project.
- c. Downtown Event Challenge Grant Program
City seeking volunteers to propose downtown events. Incoming intern can assist in this area.



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- d. Creation of a Downtown “Social District”
The Moose Lodge and Marine Corp. organizations expressed interest in establishing a Downtown “Social District”.
- e. DDA Part-time employee and other related issues
DDA exploring with DPS whether they have available manpower at a reasonable rate for downtown area needs (provided not city owned assets).
- f. Wayne County ARPA Grant Award for Downtown Fitness Park (Court)
The sum of \$124,000 eligible for fitness court from ARPA Grant and also exploring tools for digital assets.
- g. RRC Program Intern Referral – Brandon Frye, Wayne State University MSPA candidate.
Brandon Frye of Wayne State University may be eligible as incoming DDA intern.

10. Calls to Audience & Miscellaneous Matters:

Citizen referenced seniors day at farmer’s market should notify seniors organizations of the event.

11. Board Member Comments:

Mayor Karnes spoke of “Destination Downriver” Agreement with “Pure Michigan” to be aired on PBS on Thursday at 8:30 PM. “Detroit Salsa” to be shown.

12. Adjournment:

Motion to adjourn was made by Mayor Karnes
Support: Mr. Steele
Motion passed unanimously.
Meeting adjourned at 7:01 PM

**Lincoln Park
Downtown Development Authority
1355 Southfield Road, Lincoln Park, MI 48146**
https://www.citylp.com/government/downtown_development_authority/government/financial_incentives.php
Carl Malysz, Executive Director



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