



LINCOLN PARK DOWNTOWN DEVELOPMENT AUTHORITY

Minutes of the DDA Regular Meeting October 13, 2022

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

Chairman, Sam Eckman called the meeting to order at 5:17 P.M.

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

Absent: Brian Reicker, Jim Fox, Leah Moraitis

Quorum confirmed; six members present and five affirmative votes to pass and motion.

Also Present: Bill Look, Attorney and

2. Approval of Agenda:

Discussion: Mayor Karnes recommended adding "Bludot proposal" as a New Business item.

Motion to approve as amended: Mayor Karnes

Support: Mr. Wright

Motion approved unanimously.

3. Approval of Minutes: September 8, 2022

Motion to approve: Ms. Lynch-Wilson

Support: Mr. Wright

Motion approved unanimously.

4. Approval of Invoices:

- a. William Look, DDA Regular Meeting, September 8, 2022 (\$123.25)

Motion to approve: Mayor Karnes

Support: Ms. Lynch-Wilson

Motion approved unanimously.

- b. Commercial Grounds, Inc., August 2022 Invoice (\$7,263.62)

Motion to approve: Ms. Lynch-Wilson

Support: Mayor Karnes

Motion approved unanimously.

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

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

6. Financial Reports: September 30, 2022

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



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7. Old Business:

- a. Holiday Decorations for 2022 – Design and Physical Improvement Committee – Oral Report by Leslie Lynch-Wilson. Recommended soliciting proposal from Gross Isle Lawn and Sprinkler to focus on the Southfield Road corridor in front of the government center—Library, City Hall and the Museum—for consideration at the November 10, 2022 Regular Meeting.
- b. City Hall Landscaping – Design and Physical Improvement Committee Report – Oral Report by Leslie Lynch-Wilson and Invoices total for flowering plants (\$118.17).
Motion to approve flowering plan expenditures: Mayor Karnes
Support: Bob Steele
Motion unanimously approved.
- c. National Fitness Campaign: Outdoor Fitness Court – Oral Report. Staff is still waiting for Wayne County to approve the ARPA Grant Agreement.
- d. Downtown EV Stations – Oral Report. Consultants plan to update the DDA and EDC in in three weeks. More info forthcoming at November 2022 Regular meetings.
- e. Fort Street Transportation Equity Study and Southfield Corridor Study – Oral Report. The draft document has been completed as “Draft for Adoption.” It is being submitted to the U.S. DOT as part of an application for funding for the Reconnecting Communities Pilot (RCP) program. The grant would fund additional studies and cost estimates to implement multi-modal improvements to the Fort Street and Southfield Road Corridors.
- f. Dangerous Building Order – 1574 Fort Street – Oral Report. A new owner has surfaced and is being given additional time to prepare evidence and secure a performance bond for a rehabilitation project.
- g. Wayne County Tax Sale – First Right of Refusal – 1422 Southfield Road – Oral Report. The owner of the Lincoln Park Grill, Koj Krol, will purchase the property from the city through the DDA at cost plus closing charges.
- h. City Events Coordinator Proposal – Oral Report. The Executive Director, City Manager, and DDA Attorney plan to meet to discuss the draft Agreement previously submitted to the DDA.
- i. Eastside 2200 Block of Fort Street – Acquisition/Rehabilitation and Incubator Program – Oral Report. No further updates.



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- j. CDBG Program Year 2022-2023 Request: DDA Housing Rehab Program – Intern Project – Oral Report. The Intern has completed an initial draft of proposed policy and document changes. These await review by the Executive Director.
- k. Downtown Event Challenge Grant Program – Intern project – Oral Report. This proposed program has been placed on the “side burner” until Q1 2023.
- l. Creation of a Downtown “Social District” – Oral Report. This proposed program has been placed on the “side burner” until Q1 2023.
- m. DDA Part-time employee and other related issues – Oral Report. This proposed program has been placed on the “side burner” until Q1 2023.
- n. October 1, 2022, Centennial Event – Oral Report. Mayor Karnes reported on this event.

8. New Business:

- a. Lincoln Park Historical Museum – Project List and consideration of funding by the DDA – Attached. The work item list and a draft contract for Architectural Service were presented and discussed. Members of the Historical Society Board were present, including its President, Jim Nelson, and the Secretary/Treasurer. The DDA took this matter under advisement for further discussion later after meeting internally with the City Manager.
- b. Hire Intern as part-time employee through December 31, 2022.- Oral Report and discussion.
Motion to retain the Intern as a part-time employee through December 31, 2022 at \$15.00 per hour made by Mayor Karnes.
Support: Bob Steele.
Motion carried unanimously.
- c. Bludot – Oral Report. The Executive Director reported that the EDC had been provided documents and a presentation for the Bludot business information and communication platform. The EDC voted to move forward with the project at a cost of approximately \$4,200 per year, annual contract.

This matter was also discussed with the Lincoln Park Chamber of Commerce President, Debbie Van Cleve, who was favorably impressed with the platform and cost proposal. The EDC proposed a cost share/use arrangement among the EDC, DDA, and Chamber, but



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would go it alone if either party balks at participation. Mayor Karnes spoke favorably and indicated that he thought it would assist the Chamber in its membership recruitment efforts.

Motion to participate in the program pro-rata with the participating parties by Mr. Steele.
Support: Daniel Wright.

Motion carried unanimously.

9. Director's Report:

- a. The Director reiterated that he would be submitting the RCP program application to the U.S. DOT by 11:59 PM yet that evening. He stated that he thought the program was tailor made for a community like Lincoln Park that had been ravaged by urban highway development and high traffic volumes.

10. Calls to Audience & Miscellaneous Matters:

There were no comments or questions raised by the audience.

11. Board Member Comments:

The DDA memberships confirmed that the Holiday Tree Lighting event would be held on Saturday, December 3, 2022 from 6:00-8:00 PM. More details would be forthcoming at the November 10th DDA Regular Meeting.

12. Adjournment:

Motion to adjourn was made by Mayor Karnes at 6:46 PM.

Support: Bob Steele.

Motion passed unanimously.

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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