



## LINCOLN PARK DOWNTOWN DEVELOPMENT AUTHORITY

Minutes of the DDA Regular Meeting  
October 14, 2021

### **CALL TO ORDER & ROLL CALL**

Regular meeting of the DDA held via Zoom, called to order by Daniel Wright at 5:23 pm. A quorum was present.

*Present:* Jim Fox, Mayor Tom Karnes, Leslie Lynch-Wilson, Bob Steele, Daniel Wright

*Absent:* Sam Eckman, Victoria McLain, Eleas Moraitis, Brian Reicker

*Also present:* Director Carl Malysz, Assistant Director Timarie Szwed, William Look, Councilwoman Maureen Tobin, Paul Metieh

### **APPROVAL OF AGENDA**

The Director stated that two invoices were added to the agenda. Motion to approve the agenda with additions was made by Mayor Karnes, seconded by Mr. Fox. Motion carried unanimously.

### **APPROVAL OF MINUTES**

Motion to approve the minutes of the September 9, 2021, Regular Meeting was made by Mr. Steele, seconded by Ms. Lynch-Wilson. Motion carried unanimously.

### **APPROVAL OF INVOICES**

A motion to approve an invoice from William Look, attorney, dated September 10, 2021 (\$223.75) for legal services was made by Ms. Lynch-Wilson, seconded by Mr. Steele. Motion carried unanimously.

A motion to approve Commercial Grounds invoice for July 2021 (\$8,053.11) for landscape and maintenance was made by Mr. Steele, seconded by Mayor Karnes. Motion carried unanimously.

A motion to approve Commercial Grounds invoice for August 2021 (\$7,647.32) for landscape and maintenance was made by Mr. Steele, seconded by Mayor Karnes. Motion carried unanimously.

A motion to approve Commercial Grounds invoice for September 2021 (\$9,972.03) for landscape and maintenance was made by Mayor Karnes, seconded by Ms. Lynch-Wilson. Motion carried unanimously.

A motion to approve Commercial Grounds invoice for Special Tree Pruning/Trimming (\$925.00) was made by Mayor Karnes, seconded by Ms. Lynch-Wilson. Motion carried unanimously.

A motion to approve for reimbursement to Daniel Wright for landscape island (\$103.30) was made by Mayor Karnes, seconded by Ms. Lynch-Wilson. Motion carried unanimously.

A motion to approve reimbursement to Annette DeMaggio for fall mums and manure (\$101.01) was made by Mayor Karnes, seconded by Ms. Lynch-Wilson. Motion carried unanimously.

### **FARMERS MARKET REPORT**



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Ms. Lynch-Wilson gave the October 2021 Lincoln Park Farmers Market Report. Report was placed on file.

### FINANCIAL REPORTS

The Director presented the September 30, 2021, financial reports. Reports were placed on file.

### OLD BUSINESS

- **Design Committee meeting report regarding City Hall Landscape Contest**  
Ms. Lynch-Wilson and Assistant Director gave report regarding the landscape contest. More information will be available at November meeting.
- **National Fitness Campaign: Outdoor Fitness Court**  
The Director gave an oral report on the progress of the National Fitness Campaign. He informed the board that the DDA was awarded the grant for the court.
- **Southfield Road Corridor Study and Plan**  
The Director gave an oral report on the progress of the Southfield Road Corridor Study and Plan.

### NEW BUSINESS

- **Fort Street Sidewalk Repairs: Cost Estimate.**  
The Director gave an oral report regarding the Fort Street Sidewalk Repairs cost estimate. The Director stated that the estimated cost for the sidewalk repairs is \$205,146.40. A motion to move forward with the project at the estimated cost was made by Mayor Karnes, seconded by Mr. Fox. It was decided that benches in need of repair would be removed, rather than repaired. Motion carried unanimously.
- **Holiday Lighting Proposal: Gross Isle Lawn and Sprinkler proposal**  
A motion to accept the proposal from Gross Isle Lawn and Sprinkler for Holiday Lighting Installation was made by Mayor Karnes, seconded by Ms. Lynch-Wilson. Motion carried unanimously.
- **Resurrection Church: 501(c)(3) Non-Profit Request for Façade/Site Improvement Grant Assistance – Legal Opinion**  
Attorney Mr. Look stated that it is acceptable to consider Resurrection Church for a Façade/Site Improvement Grant under certain guidelines.
- **Economic Development 101 for Elected Officials**  
The Director presented a video for Economic Development 101 for Elected Officials. A motion to purchase the video, sharing the price with the EDC, was made by Mr. Steele, seconded by Mayor Karnes. Motion carried unanimously.

### DIRECTOR'S REPORT

- **Joint Meeting**  
The Assistant Director stated that the Joint Meeting will move the city towards meeting Redevelopment Ready Community Status, will be held on September 27, 2021, at 6:30 pm. The



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meeting will include the City Council, Planning Commission, Zoning Board of Appeals, EDC, DDA, Dangerous Building Board, Community Improvement Commission, and Parks and Rec Commission.

***AT THIS TIME THE MEETING WAS RECESSED, TO BE CONTINUED ON OCTOBER 21, 2021, 5 pm.***

***MEETING RECONVENED ON OCTOBER 21, 2021 at 5:00 pm.***

**CALL TO ORDER & ROLL CALL**

Reconvened meeting of the DDA held via zoom, called to order by Sam Eckman. A quorum was present.

*Present:* Sam Eckman, Jim Fox, Mayor Tom Karnes, Leslie Lynch-Wilson, Bob Steele, Daniel Wright

*Absent:* Victoria McLain, Eleas Moraitis, Brian Reicker

*Also present:* Assistant Director Timarie Szwed, Councilman Mike Higgins

**NEW BUSINESS**

- **Eastside 2200 Block of Fort Street – Acquisition/Rehabilitation and Incubator Program**  
The Assistant Director gave an oral report on the progress of property acquisition in the Eastside 2200 Block of Fort Street.
- **Possible Sites for Activation – Mellus Park Site**  
The Assistant Director gave an oral report on the possible sites for activation, including the Mellus Park site. She stated that Lincoln Park was chosen by the Detroit Institute of Art’s Inside|Out Program in 2022. Art pieces will be installed in proposed activation spaces.
- **Redevelopment Ready Cities**  
The Assistant Director gave an oral report regarding progress towards achieving Redevelopment Ready City status.

**NEW BUSINESS**

- **Director’s Report: Presentation before the Lincoln Park City Council on 10/18/2021**  
Mayor Karnes recommended that Board Members view the recording of the 10/18/2021 City Council Meeting to see the Directors report, which was presented to Council.
- **Renewal of Director’s Contract**  
A motion to renew the contract of Carl Malysz (DDA Director) including all proposed changes was made by Mayor Karnes, seconded by Mr. Steele. Motion carried unanimously. Mr. Eckman added that a performance review should be considered for the Assistant Director as well.

**CALL’S TO AUDIENCE**

No public comments.



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**BOARD COMMENTS**

Mr. Steele extended his thoughts and prayers to the Director and his family for the passing of his mother.

Ms. Lynch-Wilson commented that the presentation was great. She stated that committees should begin meeting, stating that currently on the Design Committee is meeting. She suggested that a press release could be made to encourage involvement from the public.

**MOTION TO ADJOURN**

Ms. Lynch-Wilson moved to conclude the meeting, seconded by Mr. Fox. Motion carried unanimously. Meeting was adjourned at 5:57 pm.

**NEXT MEETING**  
**November 18, 2021**  
**5:00 pm**

*Meeting minutes prepared by Assistant Director Timarie Szwed*

Lincoln Park  
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