



LINCOLN PARK
DOWNTOWN DEVELOPMENT AUTHORITY

Minutes of the DDA Regular Meeting
December 09, 2021

CALL TO ORDER & ROLL CALL

Regular meeting of the DDA held via Zoom, called to order by Sam Eckman at 5:02 pm. A quorum was present.

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

Absent: Victoria McLain, Eleas Moraitis

Also present: Director Carl Malysz, Assistant Director Timarie Szwed, William Look, Councilwoman Tracy Duprey, Councilman Mike Higgins, Councilwoman Lillian Ross, Councilwoman Maureen Tobin

APPROVAL OF AGENDA

A motion to approve the agenda was made by Mr. Wright, seconded by Mr. Steele. Motion carried unanimously.

PUBLIC HEARING: Downtown Development Authority Informational Meeting

At 5:05 PM the DDA Public Hearing to comply with Recodified Tax Increment Financing Act 57 of 2018 began. The floor was open for public comment. There were no public questions or comments. Public Hearing closed at 5:07 PM.

APPROVAL OF MINUTES

Motion to approve the minutes, of the November 18, 2021, Regular Meeting, was made by Mr. Fox, seconded by Mr. Reicker. Motion carried unanimously.

APPROVAL OF INVOICES

A motion to approve an invoice from William Look, attorney, dated November 19, 2021 (\$148.75) for legal services was made by Mr. Steele, seconded by Ms. Lynch-Wilson. Motion carried unanimously.

A motion to approve purchases for the Tree Lighting event (Bank of America \$122.77; Lowes \$283.10; Amazon \$99.87; ACE Hardware \$262.14) was made by Mayor Karnes, seconded by Ms. Lynch-Wilson. Motion carried unanimously.

A motion to approve an invoice from Christopher Wallace for caroling at the Tree Lighting Ceremony (\$150.00) was made by Mayor Karnes, seconded by Ms. Lynch-Wilson. Motion carried unanimously.

A motion to approve an invoice from Refuge Coffee for refreshments provided at the Tree Lighting Ceremony (\$400.00) was made by Ms. Lynch-Wilson, seconded by Mr. Steele. Mr. Wright abstained from the vote, due to a conflict of interest. Motion carried unanimously.



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A motion to approve an invoice from John Masserant for performing as Santa Claus at the Tree Lighting Ceremony (\$150.00) was made by Mayor Karnes, seconded by Ms. Lynch-Wilson. Motion carried unanimously.

A motion to approve an invoice from Grosse Ile Lawn & Sprinkler, Inc. (\$130.00) for Holiday Lighting Return Call was made by Mr. Steele, seconded by Ms. Lynch-Wilson. Motion carried unanimously.

The Director led a discussion regarding an invoice from Beckett&Raeder for Lincoln Park Fort St. Sidewalk Repairs Project, November 01, 2021, (\$432.50). The Director recommended that the matter be tabled until January. The matter was tabled by the Chair, Mr. Eckman.

A motion to approve an invoice from Beckett&Raeder for Lincoln Park Southfield Farmers Market Conceptual Design, August 01, 2021 (\$1,266.25) was made by Ms. Lynch-Wilson, seconded by Mr. Reicker. Motion carried unanimously.

FARMERS MARKET REPORT

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

FINANCIAL REPORTS

The Director presented the November 30, 2021, financial reports. The Director explained that the first payment of \$50,000 for the NFC Fitness Court will be coming from Capital Expenditures, the withdraw will be seen in December financial report. Reports were placed on file.

OLD BUSINESS

- **Holiday Lighting Event: Saturday November 20, 2021**
The Assistant Director gave an oral report on the Holiday Tree Lighting Event. The Event was attended by approximately 100 people.
- **National Fitness Campaign: Outdoor Fitness Court**
The Director gave an oral report on the Outdoor Fitness Center. A Memorandum of Understanding has been executed with the NFC, and the first installment payment of \$50,000 has been requested from the DDA. The Director attended a Parks and Recreation Commission meeting, where the project was ratified, and endorsed in a resolution. City Council has passed a resolution endorsing the project. DDA staff is working on an application for a grant from the Community Foundation of Southeast Michigan, asking \$50,000.00 towards the project.
- **Southfield Road Corridor Study and Plan**
The Director gave an oral report on the progress of the Southfield Road Corridor Study and Plan. He stated that the Transportation Stakeholders Meetings have been ongoing. The consulting team is working on land use, building conditions, and traffic counts. In mid-January the project steering committee will meet with the consultants to review all preliminary research and findings.



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- **Resolution to adopt *Lincoln Park Alive!* (DDA Strategic Plan 2015) and other related matters**
The Director stated that this matter would be dealt with in the new year.
- **Eastside 2200 Block of Fort Street: Acquisition/Rehabilitation and Incubator Program**
The Director gave an oral report on the property acquisition/rehabilitation. He stated that La Pinata Dulceria – Mexican Candy Store has recently closed, due to family reasons. The Director informed the owners that they would be responsible for reconciling the façade grant.
The Director stated that there were inquiries regarding 2231 Fort Street, by the owner of Lunch in Wyandotte. The owner has since determined that it is not a good time to expand, due to the labor shortage. The realtor handling 2231 has informed the Director that there is a Smoke Shop interested in the site. This led to a discussion regarding the need to review the zoning code.
- **Detroit Institute of Art Inside|Out Program**
The Assistant Director gave an oral report on the DIA Inside|Out Program coming to Lincoln Park in 2022. The Assistant Director shared images of the art works that will be displayed throughout Lincoln Park. The pieces will be on display from March – October 2022.
- **Placemaking Citizen Involvement Strategy**
Ms. Lynch-Wilson gave an explanation regarding how she was able to get information for people interested in joining the DDA’s committees. The Assistant Director described her contact with other individuals interested in volunteering. She will contact those individuals that reach out to Ms. Lynch-Wilson.

NEW BUSINESS

There was no new business to discuss.

OTHER BUSINESS

- **Director’s Report**
The Director did not have anything additional to report.
- **Assistant Director Position**
The Director recommended that the Assistant Director position be discussed by himself, Mayor Karnes, and Mr. Eckman, the first week of January 2022.
- **Calls to Audience & Miscellaneous Matters**
 - Councilwoman Duprey expressed her appreciation for the DDA, and for their vision.
 - Councilman Higgins congratulated the DDA on the lighting ceremony. He added that it is nice to see the DDA moving forward and getting things done.
 - Councilwoman Ross stated that she will be contacting the Pastors with the Coalition Task Force, but that there is no meeting for December. She has asked them to put it on their agenda.
- **Board Comments**
 - Mr. Fox thanked the DDA for their good work, and that he is glad Carl will be staying. He added that it is a pleasure to serve on the Lincoln Park DDA Board.
 - Ms. Lynch-Wilson stated that she really enjoyed the tree lighting and thanked the Assistant Director and Ashley McInchak (City Management Coordinator) for the work they did on the event.



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- Mr. Steele stated that the DDA should look into purchasing new snowflakes and decorations at the end of this holiday season. He believes some of the decorations need to be updated. He stated that he is not a fan of the blow ups, that they were purchased at the last minute a few years ago.
- Mr. Reicker expressed his appreciation for everybody's contribution.
- Mr. Wright stated that he is glad the Director is making Michigan his home again. He thanked the DDA for the opportunity at the Tree Lighting Ceremony, adding that his children loved the event. He added that hopefully we can see each other face to face soon.
- Mr. Eckman stated that he it is exciting that Carl is moving to Michigan.

MOTION TO ADJOURN

Meeting was adjourned at 8:07 pm.

NEXT MEETING

January 13, 2022, 6 pm

Meeting minutes prepared by Assistant Director Timarie Szwed

Lincoln Park
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