



## City of Lincoln Park, Michigan

### ECONOMIC DEVELOPMENT CORPORATION (EDC) Minutes of May 10, 2022

#### 1. CALL TO ORDER & ROLL CALL:

The meeting was called to order by the Chair at 6:00 PM.

Present: Mayor Karnes, Kara Hildebrandt, Larry Edge, Christie Kerr, Matt Widby, Debbie Van Cleave. (Attending 6; Quorum 5.)

Absent: Rudy Cianfarani, Gary Eggesfield.

Others in attendance: Carl Malysz, Executive Director; William Look, Attorney; Kevin Burdick; Sel Alvarado.

#### 2. APPROVAL OF AGENDA:

Motion to approve: Kara Hildebrandt.

Support: Debbie Van Cleave.

Motion passed, unanimously.

#### 3. APPROVAL OF MINUTES: Regular Meeting of the EDC, April 12, 2022.

Motion to approve: Larry Edge.

Support: Matt Widby.

Motion passed, unanimously.

#### 4. APPROVAL OF INVOICES:

- a. William Look, April 13, 2022 (\$170.00).

Motion to approve: Kara Hildebrandt.

Support: Debbie Van Cleave.

Motion passed, unanimously.

- b. Beckett&Raeder, Southfield Road Corridor Study, March 1, 2022 (\$2,365.40).

Motion to approve: Kara Hildebrandt.

Support: Matt Widby.

Motion passed, unanimously.

#### 5. FINANCIAL REPORTS: April 30, 2022.

The Executive Director presented the Expenditure and Revenue and Cash reports. Matt Widby asked what the source of income does the EDC have. Mayor Karnes responded that the EDC has two billboards that generate revenue, and that there is a revolving loan fund on the books that generates income. The reports were then made part of these minutes by reference.



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#### 6. EDC SMALL BUSINESS LOAN PORTFOLIO REPORT:

- a. A & R Music – Oral Report.
- b. Vito's Pizzeria – Oral Report.

The Executive Director reported that both loan accounts were current through the month of April 2022.

#### 7. OLD BUSINESS:

- a. Property Acquisition, 2207 – 2231 Fort Street – Oral Report.  
The Executive Director reported that he was still searching out funding for property acquisition, building and site improvements, and operating expenses for the Hispanic Business Incubator.
- b. Southfield Road Corridor Study and Plan – Oral Report.  
The Executive Director referred to the memorandum supplied by the Consultant Team led by Beckett&Raeder and indicated that a Joint City Council Study Session would be held on Monday, June 20<sup>th</sup> at 6:00 PM in the City Counsel Chambers.
- c. Redevelopment Ready Communities, Zoning Ordinance Rewrite – Oral Report.  
The Executive Director Reported that the City Administration had selected a consultant for the Zoning Ordinance Rewrite and would soon be filing documents with the MEDC to secure some funding for this project.
- d. Ratify Executive Director's 2021-2023 Contract Extension.  
Motion to approve: Kara Hildebrandt  
Support: Debbie Van Cleave.  
Motion passed, unanimously.  
The executed contract document is mad part of these minutes by reference.
- e. Ratify FY2022-23 Budget.  
Motion to approve: Matt Widby.  
Support: Kara Hildebrandt.  
Motion passed, unanimously.

#### 8. NEW BUSINESS:

- a. Certificates of Occupancy Issued in April 2022.  
The Executive Director reported that he was still working with the Building



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Department on this subject. There was still a need to simplify and accurately depict new businesses to Lincoln Park in the reporting.

**9. DIRECTOR'S REPORT:**

The Executive Director had nothing further to report to the Board.

**10. CALLS TO AUDIENCE & MISCELLANEOUS MATTERS:**

**11. BOARD COMMENTS:**

Christie Kerr introduced Sel Alvarado who was in the audience. Mr. Alvarado, a Lincoln Park resident and businessman, had expressed interest in the work of the EDC and in becoming one of its Board members.

Matt Widby presented two packets to the Board containing information on two subject matters: EV charging stations that could be placed in the Southfield Road parking lot in front of City Hall and art-work—murals—that could be installed/painted on the walls of underpasses in the Downtown and elsewhere along the Southfield Road corridor. Mayor Karnes thanked Mr. Widby for his efforts and told the Board he would share this information with the DDA and take the matter under advisement. The Executive Director said he would also share this information with the Southfield Road Corridor Study and Plan consultant team.

No other Board members expressed material comments at this time.

**12. MOTION TO ADJOURN:**

Motion to adjourn: Kara Hildebrandt.

Support: Debbie Van Cleave.

Motion passed, unanimously. The meeting adjourned at 7:35 PM.

These Minutes were prepared by Carl Malysz, Executive Director.