

Village of Lincoln
Downtown Development Authority
Meeting Minutes
May 10, 2016

Present: Bob Jones, J James, E Monnier, K Godi, R Gillies, E Good, D. Kruttlin, P. Jordan,

Absent: K Schwartz

Guests: None

Call to Order: The meeting was called to order by President D Kruttlin at 5:30 p.m. who led the group through the Pledge of Allegiance.

Minutes: The minutes previously received by members were reviewed.

Motion by R. Gillies to accept the minutes for the April 12, 2016 meeting as presented. Support by E. Monnier. All agreed, Minutes accepted.

Treasurer's Report: The report previously received by members was reviewed and discussed.

Motion by J. James to accept the Treasurer Report ending April 30, 2016 as presented, subject to audit. Support by K. Godi. All agreed, Report accepted.

Director's Report: Items in the previously transmitted Director's Report were reviewed and discussed.

Old Business:

E. Good indicated that she has not yet presented the new year DDA budget to the Village Council. P. Jordon stated it will be placed on the June meeting agenda.

E. Good stated that the web hosting fees are due to be paid and this year the DDA is responsible for payment. The budget will need to have a line item added to address the fee. Funds will be transferred from the Economic Development line item.

Motion by E. Good to amend the budget to include a line item for payment of website hosting fees. Support by E. Monnier. All agreed, Motion passed.

E. Good stated she is in the process of having the signatories changed at the bank. J. James will be added and D. James will be removed. The same changes will be made to the safe deposit box.

New Business:

E. Good stated she is preparing for the audit.

Motion by J. James to approve Straley, Lamp & Kraenzlein PC to conduct the audit for year ending April 30, 2016 based on prior pricing and promptness of completion.

Support by R. Gillies. All agreed, Motion passed.

P Jordan stated that in order to begin the process of amending the DDA boundaries to include 40 acres of the Industrial Park a resolution is required to be passed by the DDA.

The following resolution verbiage was presented for review. Be it resolved that the DDA authorizes the process to amend the current DDA boundaries for the purpose of adding and including 40 acres of the Industrial Park into the DDA district.

Motion by J. James to adopt a resolution to resolve that the DDA authorizes the process to amend the current DDA boundaries for the purpose of adding and including 40 acres of the Industrial Park into the DDA district. Support by E. Good.

Roll Call Vote: J. James, yes, E. Monnier, yes, R. Gillies, yes, K. Godi, yes, E. Good, yes, D. Kruttlin, yes. 6 yes 0 no. Resolution passed.

P. Jordon stated that he is in the process of obtaining the necessary legal description of the property and letters of support which are also required. P. Jordon will work with D. Cook to begin the process of annexing the property once everything is in place do so.

P. Jordon provided an update on the fire hall improvements indicating that the final cost totaled around \$14,500. Phil asked if the DDA would provide some financial assistance to support the updates.

Motion by J. James to transfer \$10,000 from the Gustin Township Fire Millage to the Village as reimbursement for current improvements. Support by E. Good. Following discussion the motion was passed with one member abstaining.

P. Jordon discussed the need for sealing and repairing some areas of the sidewalks. J. James agreed to make some contacts and arrange for someone to look at fixing the areas that are in need of repair.

Brian Ankner submitted his resignation as Secretary and DDA member via e-mail to the Board on April 13th. His e-mail indicated an effective date of May 1, 2016.

Motion by E. Monnier to accept Brian's resignation from the DDA Board. Support by R. Gillies. All agreed, Motion passed.

P. Jordon provided an update on the Brownie Lake Association grant writing initiatives stating that a grant was received from the Northeast Michigan Community Foundation which will allow for the purchase of a dock.

D. Kruttlin adjourned the meeting at 6:50 p.m.

Respectfully submitted,
Karen Godi
DDA Secretary

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