

**Village of Lincoln  
Downtown Development Authority  
Meeting Minutes  
April 9, 2019**

**Present:** E. Good, D. Kruttlin, J. James, R. Gillies, K. Godi, S. Phillips and Director, B. Jones

**Absent:** E. Monnier, K. Schwartz and M. MacNeil

**Guest:** Art Good

**Call to Order:** The meeting was called to order at 5:30 p.m. by Chairperson D. Kruttlin.

**Minutes:** Minutes from the March 2019 meeting were unavailable.

**Treasurer Report:** The treasurer report for March was e-mailed to all members for review prior to the meeting.

**Motion** by J. James to accept the March 2019 treasurer report as submitted, subject to audit. Support by K. Godi. Discussion. Report accepted.

**Directors Report:** B. Jones reviewed the information on the report he e-mailed to members prior to the meeting. There was nothing new to report on the proposed assisted living project. Plans are still in the works to build a facility in Lincoln however some mishaps at another project have slowed progress. B. Jones talked about a Rubber Plant in McBain and agreed to arrange a meeting with the owner to speak to the DDA membership.

**Old Business**

The Chamber of Commerce dues are due for payment. E. Good asked if the DDA wants to continue its membership.

**Motion** by J. James to pay the Chamber of Commerce membership dues. Support by D. Kruttlin. Motion approved.

**New Business:**

E. Good distributed a copy of the FY 2019 proposed budget which is based on last year's budget. Evelyn stated that two changes included an increase to the financial audit line item as the amount increased from previous years and she added a capital equipment line item. Discussion ensued about the Directors monthly payment amount.

**Motion** by R. Gillies to approve the FY 19 proposed budget as presented. Support by J. James. Motion approved.

E. Good explained the changes and recording requirements related to the tax increment financing and distributed some information for review. J. James suggested the forms be taken to the auditor for completion. Evelyn stated that all meeting minutes, reports, financial reports, plans, and such need to

be posted on the website. In addition, we are required to hold two public informational meetings per year to keep the public informed of DDA activities. It was suggested that these informational meetings be scheduled, advertised and held 30 minutes prior to two of the regular scheduled DDA meetings.

It was noted that Leonard Bobick inquired about purchasing the lot he has been using to park his cars. Lack of follow through on previous agreements following purchases was discussed. J. James indicated that he spoke with Leonard and suggested an offer be made, in writing. In addition Joe asked Leonard to attend a DDA meeting and present a written plan for use of the property following purchase. To date, no correspondence has been received from Leonard Bobick.

S. Phillips distributed a copy of the Asset Management Plan for the SAW Project. Shelia stated that she has videos of the scope should anyone be interested in viewing.

S. Phillips distributed her report via written copy and discussed the content. Further discussion indicated that there are three drains that need to be fixed and the work needs to be bid out. J. James questioned the necessary work and stated the drains in question are not currently being used as they are located in an area where no water will get to them. Joe further stated that the drains were rerouted years ago. Joe asked Sheila to inquire about this maintenance raising these questions before the Village spends more money.

Discussion took place about F-41 and the flow of traffic. Questions were raised about the possibility of increasing the length of the turn lane to eliminate some of the traffic congestion in that area. It was noted that there would be a 50% match to allow the turn lane to stretch from the new Dollar General to the second intersection. Match funds have been set aside however additional funds are needed. Shelia stated that the Village is committed to help with the safety issues. The process of asking the State of MI to obligate grant funds for FY 2020 will begin in the spring. This project will connect with the entire Barlow road project out to the school. In conclusion of the Village report, it was noted that the Village will be advertising for a new maintenance position.

D. Kruttlin adjourned the meeting at 7:18 p.m.