

OFFICIAL PROCEEDINGS
OF THE
DOWNTOWN DEVELOPMENT AUHTORITY
OF THE
CITY OF LOWELL
THURSDAY, MAY 17, 2012

1. **CALL TO ORDER; ROOL CALL**

The Meeting was called to order at 12: 14 p.m. by Chair Jim Reagan.

Present: Greg Canfield, Brian Doyle, Mark Howe, Dean Lonick and Jim Reagan.

Absent: Shelley Catlin, Dave Durkee, Mike Larkin and Mike Sprenger.

Also Present: Liz Baker, Dan DesJarden, Sharon Ellison, Sue Olin and Betty Morlock.

2. **APPROVAL OF THE AGENDA**

IT WAS MOVED BY CANFIELD and supported by DOYLE to approve the agenda as presented.

YEA: 5. NAY: 0 ABSENT: 4. MOTION CARRIED.

3. **APPROVALE OF THE MINUTES**

IT WAS MOVED BY LONICK and supported by CANFIELD to approve the minutes of the March 8, 2012 meeting as written.

YEA: 5. NAY: 0 ABSENT: 4. MOTION CARRIED.

4. **TREASURER'S REPORT**

City Treasurer Sue Olin provided the following reports to the Boardmembers:

Beginning Balance: \$275,260.70

Revenue:

TIFA Revenue	\$513,597.26
Interest	<u>\$479.96</u>
Total Revenues	\$789,337.92

Expenditures:

Capital Outlay	\$189,757.32
Maintenance Salaries/FICA	\$27,149.78
Maintenance Supplies	\$16,290.93
Utilities	\$14,367.80
Misc. and Community Promotions	\$32,383.00
Debt Service	\$198,715.00
Accrued payables	\$8,021.98
Prof. Services	<u>\$1,890.60</u>
Total Expenditures	\$488,576.41

Ending Balance: \$300,761.51

Capital Outlay:	
CL Trucking	\$31,692.00
Ottawa and Brook	\$17,133.00
Robert Shaver Lights	\$42,514.00
Weathershield	\$25,652.00
Lites Plus	\$1,673.00
Michigan Landscape	\$4,252.00
Rickert Electric (retrofit)	\$9,900.00
Kenmark	\$4,400.00
Williams & Works	\$496.30
Robert Shaver	\$1,364.80
Triad	\$1,280.00
Williams & Works	\$250.00
Triad Env.	\$1,910.00
Transnation	<u>\$47,200.50</u>
	\$189,757.32

IT WAS MOVED BY DOYLE and supported by HOWE to accept the Treasurer's Report as submitted.

YEA: 5. NAY: 0 ABSENT: 4. MOTION CARRIED.

5. **OLD BUSINESS**

- a. The Legislature has not approved funding for the DNR grant for the Riverwalk project yet. The project will most likely go into next year's construction season and should not affect this year's budget.
- b. The purchase of property off South Monroe Street, behind the south side of the buildings located on the 200 block of East Main Street, is completed.

6. **NEW BUSINESS**

- a. The 2012-2013 Budget was presented to the Board. A total of \$70,000 has been allocated for capital projects for next fiscal year.

IT WAS MOVED BY CANFIELD and supported by HOWE to approve the 2012-2013 budget as presented.

YEA: 5. NAY: 0 ABSENT: 4. MOTION CARRIED.

- b. Liz Baker, Executive Director of the Lowell Area Chamber of Commerce, presented the 2012 Lowell Showboat Sizzlin' Summer Concerts Series budget. The Chamber and Lowell Area Arts Council requested \$6,000 from the DDA to support the event.

IT WAS MOVED BY DOYLE and supported by LONICK to approve the \$6,000 request from the Lowell Area Chamber of Commerce and Lowell Area Arts Council for the 2012 Lowell Showboat Sizzlin' Summer Concerts.

YEA: 5. NAY: 0 ABSENT: 4. MOTION CARRIED.

- c. Liz Baker of the Lowell Area Chamber of Commerce requested \$1,600 for rental of port-a-jons for the Riverwalk and boat launch areas for the 2012 summer season.

IT WAS MOVED BY CANFIELD and supported by LONICK to approve \$1,600 for rentals of port-a-jons for the Riverwalk and boat launch areas.

YEA: 5. NAY: 0 ABSENT: 4. MOTION CARRIED.

7. DOWNTOWN PROMOTIONS

Liz Baker reported the Girls Night Out was a success and the next one will be held in October. A Legislative Breakfast is scheduled for Friday, May 18 at 7:30 a.m. at the Lowell City Hall Council Chambers. Representative Posthumus-Lyons and Commissioner Gary Rolls are expected to attend. The Farmer's Market will start June 7th and the Summer Concerts will begin June 14th. Baker also noted the Riverwalk will be on July 12th, 13th and 14th this year. She further mentioned the Classic Car Show will be held downtown on Avery Street this year.

8. PUBLIC COMMENTS

No comments were received.

IT WAS MOVED BY LONICK to adjourn at 12:49 p.m.

Date:

APPROVED:

James E. Reagan, Chair

Mark A. Howe, Secretary