

**OFFICIAL PROCEEDINGS
OF THE
DOWNTOWN DEVELOPMENT AUTHORITY
OF THE
CITY OF LOWELL
THURSDAY, JANUARY 10, 2013**

1. CALL TO ORDER; ROLL CALL

The Meeting was called to order at 12: 15 p.m. by Chair Jim Reagan.

Present: Shelley Catlin, Brian Doyle, Mark Howe, Mike Larkin, Dean Lonick, April McClure, Mike Sprenger and Jim Reagan.

Absent: Greg Canfield.

Also Present: Liz Baker, Dan DesJarden, Jim Hall, Tom Russo and Betty Morlock.

IT WAS MOVED BY HOWE and supported by LONICK to excuse the absence of Boardmember Greg Canfield.

YEA: 8. NAY: 0. ABSENT: 1. MOTION CARRIED.

2. APPROVAL OF THE AGENDA

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

YEA: 8. NAY: 0. ABSENT: 1. MOTION CARRIED.

3. APPROVAL OF THE MINUTES

IT WAS MOVED BY DOYLE and supported by LONICK to approve the minutes of the December 6, 2012 meeting as written.

YEA: 8. NAY: 0. ABSENT: 1. MOTION CARRIED.

IT WAS MOVED BY LARKIN and supported by HOWE to approve the minutes of the December 6, 2012 Executive Session meeting as written.

YEA: 8. NAY: 0. ABSENT: 1. MOTION CARRIED.

4. TREASURER'S REPORT

In the absence of City Treasurer Sue Olin, City Manager Howe provided the following reports to the Boardmembers:

Beginning Balance:	\$145,809.09
Revenue:	
TIFA Revenue	\$511,179.07
Interest	<u>\$174.98</u>
Total Revenues:	\$657,163.14
Expenditures:	
Capital Outlay	
Maintenance Salaries/FICA	\$15,048.59
Maintenance Supplies	\$5,951.55
Utilities	\$6,766.34
Misc. and Community Promotions	\$39,457.52
Debt Service	\$207,291.25
Accrued payables	\$1,601.12
Prof. Services	<u>\$0.00</u>
Total Expenditures:	\$276,116.37
Ending Balance	\$381,046.77

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

YEA: 8. NAY: 0 ABSENT: 1. MOTION CARRIED.

5. **PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA** - No comments were received.

6. **OLD BUSINESS**

a. **RIVERWALK PROJECT**

A preliminary design had been completed and a permit was sent to the DEQ for review. It normally takes 90 days to process these permits; however, we are hoping that the limited scope of our project will allow for a more expedited review.

b. **RENTAL REHAB UPDATE**

Bruce Johnston of Revitalize, LLC, the contractor who is working with us on the rental rehab program, met in December with several downtown business owners who showed interest in this program.

A group consisting of the City Attorney, Assessor, Building Inspector and City Manager will work to make this a smooth process for building/business owners.

c. **PERSONAL PROPOERTY TAX UPDATE**

Howe updated the Boardmembers on the legislation of the Personal Property Tax issue. It appears at this time that it would not affect the City budget until 2014-2015.

7. **NEW BUSINESS** – No New Business

8. **REPORTS AND MEMBER COMMENTS** - No comments were received.

9. **EXECUTIVE SESSION**

a) Discuss purchase of real property MCL 15.268 (d)

IT WAS MOVED BY HOWE and supported by DOYLE to move to Executive Session at 12:25 p.m. as allowed Open Meeting Act MCL 15.268 (d) to consider purchase of real property.

YEA: Boardmembers Catlin, Doyle, Howe, Larkin, Lonick, McClure and Sprenger and Chair Reagan.

NAY: 0. ABSENT: 1. (Canfield). MOTION CARRIED.

IT WAS MOVED BY LONICK to adjourn at 1:18 p.m.

Date:

APPROVED:

James E. Reagan, Chair

Mark A. Howe, Secretary