

**OFFICIAL PROCEEDINGS  
OF THE  
DOWNTOWN DEVELOPMENT AUTHORITY  
OF THE  
CITY OF LOWELL  
THURSDAY, MAY 9, 2013**

**1. CALL TO ORDER; ROLL CALL**

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

Present: Greg Canfield, Mark Howe, Mike Larkin, Mike Sprenger and Jim Reagan.

Absent: Shelley Catlin, Brian Doyle, Dean Lonick and April McClure.

Also Present: Dan DesJarden, Sharon Ellison, Jim Hall, Sue Olin, Greg Pierce, Lorain Smalligan and Betty Morlock.

IS WAS MOVED BY HOWE and supported by LARKIN to excuse the absence of Boardmembers Catlin, Doyle, Lonick and McClure.

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

**2. APPROVAL OF THE MINUTES**

IT WAS MOVED BY SPRENGER and supported by CANFIELD to approve the minutes of the March 7, 2013 meeting as written.

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

**3. TREASURER'S REPORT**

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

Beginning Balance: \$145,809.09

Revenue:

TIFA Revenue \$568,637.82

Interest \$319.38

Total Revenues: \$714,766.29

Expenditures:

Capital Outlay \$325.50

Salaries/FICA \$24,791.18

Maintenance Supplies \$8,044.34

Utilities \$12,800.63

Misc. and Community Promotions \$39,613.02

Debt Service \$210,616.25

Accrued payables \$1,601.12

Transfer to General Fund \$140,000.00

Total Expenditures: \$437,792.04

Ending Balance \$276,974.25

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

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

4. **PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA** – Pat Allchin, Executive Director of the Lowell Area Historic Museum requested \$1,000 a year for four (4) years to assist with their Interpretive Sign project in the Historic District.

No action was taken at this time.

5. **OLD BUSINESS**

a. **RIVERWALK PROJECT**

The project has been designed and plans have been submitted to the DNR for review and approval. Once that is completed, the City can go out for bid. Our hope is to begin construction in June. Construction will cease during the Riverwalk Festival.

b. **BUDGET APPROVAL**

City Manager Howe presented the proposed 2013-2014 Downtown Development Authority budget. He noted a slight reduction in the City's millage rate is proposed and would have a minimal affect on the DDA's budget. Howe also stated two bond payments will also be paid off in November of 2013.

IT WAS MOVED BY CANFIELD and supported by LARKIN to adopt the 2013-2014 budget as presented.

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

6. **NEW BUSINESS**

a. **\$6,000 REQUEST FOR THE LOWELL SHOWBOAT SIZZLIN' SUMMER CONCERT SERIES**

Lorain Smalligan, Executive Director of LowellArts, presented the 2013 Lowell Showboat Sizzlin' Summer Concerts Series budget on behalf of LowellArts and the Lowell Area Chamber of Commerce. They are requesting \$6,000 from the DDA to support the event.

IT WAS MOVED BY HOWE and supported by SPRENGER to approve the \$6,000 request from the Lowell Area Chamber of Commerce and LowellArts for the 2013 Lowell Showboat Sizzlin' Summer Concerts.

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