

**OFFICIAL PROCEEDINGS  
OF THE  
DOWNTOWN DEVELOPMENT AUTHORITY  
OF THE  
CITY OF LOWELL  
THURSDAY, SEPTEMBER 5, 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, Shelley Catlin, Brian Doyle, Mark Howe, Mike Larkin and Jim Reagan.

Absent: Dean Lonick, April McClure and Mike Sprenger.

Also Present: Dan DesJarden, Sharon Ellison, Jim Hall, Sue Olin, Greg Pierce, Steve Bukala, Liz Baker and Betty Morlock.

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

YEA: 6. NAY: 0. ABSENT: 3. MOTION CARRIED.

2. **APPROVAL OF THE AGENDA**

IT WAS MOVED BY HOWE and supported by CATLIN to approve the agenda as presented.

YEA: 6. NAY: 0. ABSENT: 3. MOTION CARRIED.

3. **APPROVAL OF THE MINUTES**

IT WAS MOVED BY DOYLE and supported by CANFIELD to approve the minutes of the June 5, 2013 meeting as written.

YEA: 6. NAY: 0. ABSENT: 3. MOTION CARRIED.

4. **TREASURER'S REPORT**

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

DOWNTOWN DEVELOPMENT AUTHORITY FUND  
FINANCIAL STATEMENT  
September 5, 2013

Beginning Balance:	\$203,776.09
Revenue:	
TIFA Revenue	<u>\$10,000.00</u>

Total Revenues:	\$213,776.09
Expenditures:	
Salaries/FICA	\$5,956.25
Maintenance Supplies	\$2,428.92
Utilities	\$1,352.28
Accrued payables	<u>\$654.81</u>
Total Expenditures:	\$10,392.26
Ending Balance	\$203,383.83

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

YEA: 6. NAY: 0 ABSENT: 3. MOTION CARRIED.

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

6. **OLD BUSINESS**

a. **RIVERWALK PROJECT**

The Riverwalk Extension project is moving along quickly, with substantial completion expected in mid-October. The canoe launch will be completed next spring.

7. **NEW BUSINESS**

a. **2013 CHRISTMAS BUDGET – CHAMBER OF COMMERCE**

Liz Baker, Executive Director of the Lowell Area Chamber of Commerce, presented the Christmas Budget 2013 Christmas Season. Baker is requesting \$6,025.00, which is up front last year due to giving Santa Clause a raise and giving monies to the City for Police Parade Duty.

IT WAS MOVED BY DOYLE and supported by CANFIELD to allocate \$6,025 to the Lowell Area Chamber of Commerce for the 2013 Christmas Budget.

YEA: 6. NAY: 0 ABSENT: 3. MOTION CARRIED.

Baker also report that the Summer Concerts went very well, the weather was much better this year and the downtown businesses had a good summer.

b. **SUPERIOR BUILDING PROPOSAL**

Brent Slagell, owner of the Superior Furniture building at 318 East Main Street, presented a proposal for parking around the 300 block of Kent Street.

8. **REPORTS AND MEMBER COMMENTS**

No comments were received. The next meeting will be Thursday, October 10, 2013.

IT WAS MOVED BY DOYLE to adjourn at 12:42 p.m.

Date:

APPROVED:

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James E. Reagan, Chair

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Mark A. Howe, Secretary