

**OFFICIAL PROCEEDINGS  
OF THE  
DOWNTOWN DEVELOPMENT AUTHORITY  
OF THE  
CITY OF LOWELL  
THURSDAY, NOVEMBER 7, 2013**

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

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

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

Absent: Greg Canfield, Shelley Catlin and Brian Doyle.

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

IS WAS MOVED BY LONICK and supported by HOWE to excuse the absence of Boardmembers Greg Canfield, Shelley Catlin and Brian Doyle.

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

2. **APPROVAL OF THE AGENDA**

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

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

3. **APPROVAL OF THE MINUTES**

IT WAS MOVED BY LONICK and supported by MCCLURE to approve the minutes of the October 10, 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  
October 9, 2013

Beginning Balance:

\$203,776.09

Revenue:	
TIFA Revenue	\$385,000.00
Interest	-0-
Total Revenues:	\$588,776.09
Expenditures:	
Salaries/FICA	\$7,556.42
Maintenance Supplies	\$5,854.42
Utilities	\$2,701.93
Misc. and Community Promotions	\$31,526.48
Debt Service	\$103,325.00
Accrued payables	\$654.81
Administration	<u>\$ 3,089.44</u>
Total Expenditures:	\$154,708.50
Ending Balance	\$434,067.59

IT WAS MOVED BY LONICK and supported by SPRENGER 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 just about completed other than the installation of the decking, railing around the decking and placement of some benches. The kayak dock will be installed next spring.

b. **SOUTH MONROE PARKING LOT**

Boardmember Howe stated with the failure of Proposal III the South Monroe Street parking lot will be delayed. Boardmember McClure asked when the lease was signed for the property. Howe replied last year and it was a ten year lease. Howe will be meeting with the owner of the Superior building later today to further discuss this project.

c. **DOWNTOWN DEVELOPMENT PLAN**

Boardmember Howe stated the several months ago the Authority approved \$25,000 to create a Downtown Development Plan. The \$25,000 figure was for stage project for the showboat, another \$5,000 is needed capital improvement plan aimed at improving and enhancing the downtown areas

7. **NEW BUSINESS** - There was no new business.

8. **REPORTS AND MEMBER COMMENTS**

Chair Reagan thanked City Manager Howe for organizing the joint strategic plan meeting that was held on October 30<sup>th</sup> with all the boards and commissions of the City of Lowell. It was very helpful receiving an update on what is going on with each board and commission.  
The next meeting will be Thursday, November 7, 2013.

IT WAS MOVED BY LONICK to adjourn at 12:35 p.m.

Date:

APPROVED:

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James E. Reagan, Chair

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Mark A. Howe, Secretary