

**OFFICIAL PROCEEDINGS
OF THE
DOWNTOWN DEVELOPMENT AUTHORITY
OF THE
CITY OF LOWELL
THURSDAY, OCTOBER 9, 2014**

1. CALL TO ORDER; ROLL CALL

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

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

Absent: Shelley Catlin.

Also Present: Dan DesJarden, Sue Olin, Susan Ullery, Light and Power Manager Greg Pierce.

IT WAS MOVED BY LONICK and seconded by LARKIN to excuse the absence of Boardmember Shelley Catlin.

YES: 8. NO: 0. ABSENT: 1. MOTION CARRIED.

2. APPROVAL OF THE AGENDA

Add "Budget Review" under "New Business"

IT WAS MOVED BY SPRENGER and seconded by LONICK to approve the agenda as corrected.

YES: 8. NO: 0. ABSENT: 1. MOTION CARRIED.

3. APPROVAL OF THE MINUTES

IT WAS MOVED BY YANKOVICH and seconded by DOYLE to approve the minutes of the September 4, 2014 meeting as written.

YEA: 8. NAY: 0. ABSENT: 1. 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, 2014

| | |
|--------------------------------|-----------------|
| Beginning Balance: | \$253,343.63 |
| Revenue: | |
| TIFA Revenue | \$232,000.00 |
| Expenditures: | |
| Capital Outlay | \$7,466.15 |
| Salaries/FICA | \$9,012.18 |
| Maintenance Supplies | \$3,178.05 |
| Utilities | \$2,520.71 |
| Misc. and Community Promotions | \$6,360.87 |
| Accrued Wages | \$1,071.11 |
| Accrued Payables | \$15,697.26 |
| Administration | \$2,839.25 |
| Prof. Services | |
| Transfer to General Fund | |
| Total Expenditures: | \$48,415.58 |
| Ending Balance | \$439,928.05 |

IT WAS MOVED BY DOYLE 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. Downtown Development Plan. Boardmember Howe stated two stakeholder meetings have been held and two more are scheduled for October 23 and November 20. An overall discussion was held with MDOT regarding specific details and possibilities. Hopefully a final report can be provided in December.

 - b. South Monroe Proposed Parking Lot. Boardmember Howe provided information and a map regarding the proposed parking lot. There has been discussion with the City and property owners. Williams and Works conducted a survey of the area and will be providing a full parking lot sketch of this area for the next meeting.

Greg Canfield of 403 N. Washington shared he currently has parcel D under contract with Brent Slagell to purchase. Canfield stated there are many possibilities in the future with the block.

7. **NEW BUSINESS**

- a. Budget Review. Boardmember Howe presented information from the City Budget. Howe reviewed how the budget is structured. This is important to know as the DDA begins to plan for the future.

8. **REPORTS AND MEMBER COMMENTS.**

Chair Reagan thanked Greg Canfield for his work in helping out with the South Monroe Proposed Parking Lot.

Boardmember Yankovich asked if some parking would be done yet this year. Howe did not believe this could be accomplished this fall. Canfield noted there is a restaurant owner who hopes to open by June 1, 2015 within this block.

Boardmember McClure inquired if additional liquor licenses were available for the City. Howe explained the DDA has Developmental Liquor Licenses.

The next meeting was scheduled for November 6, 2014.

IT WAS MOVED BY SPRENGER to adjourn at 12:50 p.m.

Date:

APPROVED:

James E. Reagan, Chair

Mark A. Howe, Secretary