

**OFFICIAL PROCEEDINGS
OF THE
DOWNTOWN DEVELOPMENT AUTHORITY
OF THE
CITY OF LOWELL
THURSDAY, JANUARY 8, 2015**

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

The Meeting was called to order at 12:17 p.m. by Chair Jim Reagan.

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

Absent: Shelley Catlin and Dean Lonick.

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

IT WAS MOVED BY HOWE and seconded by LARKIN to excuse the absence of Boardmembers Shelley Catlin and Dean Lonick.

YES: 7. NO: 0. ABSENT: 2. MOTION CARRIED.

2. **APPROVAL OF THE AGENDA**

IT WAS MOVED BY YANKOVICH and seconded by SPRENGER to approve the agenda as written.

YES: 7. NO: 0. ABSENT: 2. MOTION CARRIED.

3. **APPROVAL OF THE MINUTES**

IT WAS MOVED BY LONICK and seconded by LARKIN to approve the minutes of the January 8, 2015 meeting as written.

YEA: 7. NAY: 0. ABSENT: 2. MOTION CARRIED.

4. **TREASURER'S REPORT**

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

DOWNTOWN DEVELOPMENT AUTHORITY FUND
FINANCIAL STATEMENT
January 8, 2015

Beginning Balance:	\$256,343.63
Revenue:	
TIFA Revenue	\$368,900.00
Misc	\$95.90
Total Revenues	\$625,339.53
Expenditures:	
Capital Outlay	
Salaries/FICA	\$14,457.98
Maintenance Supplies	\$13,634.74
Utilities	\$6,279.52
Misc. and Community Promotions	\$42,734.85
Accrued Wages	\$1,071.11
Accrued Payables	\$15,697.26
Administration	\$5,995.81
Prof. Services	\$27,021.88
Transfer to General Fund	
Total Expenditures:	\$126,893.15
Ending Balance	\$498,446.38

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

YEA: 7. NAY: 0 ABSENT: 2. MOTION CARRIED.

5. **PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA**

Greg Canfield of 403 N. Washington updated the Council on the building he recently purchased at 210 E. Main. Title issues have been cleared up and closing should occur soon.

6. **OLD BUSINESS**

- a. Downtown Development Plan Update. Boardmember Howe stated a meeting is set for January 21, 2015. A presentation will be provided to the DDA during its February meeting.
- b. Banner Update. Boardmember Howe stated new hardware and banners are being considered. There has been recent discussion about removing every other light. Howe suggested putting banners on every other light post to help visualize what it may look like if poles are removed.

7. **NEW BUSINESS**

a. Approve 2015 Meeting Dates.

January	8	July	9
February	12 (delayed one week)	August	6
March	5	September	10
April	16 (week later due to Spring Break)	October	8
May	7	November	5
June	4	December	10

IT WAS MOVED BY LARKIN and seconded by SPRENGER to approve the proposed meeting dates for 2015.

YES: 7. NO: 0. ABSENT: 2. MOTION CARRIED

- b. Process for Setting Priorities. Boardmember Howe presented a process for setting priorities. He asked the board to consider projects they wish to accomplish over the next year. These can be brought back to the next meeting, rated and finally meet at a separate work shop in February for further discussion.

8. **REPORTS AND MEMBER COMMENTS.**

Boardmember Howe stated he met with Greg Canfield, Brent Slagell, the City Attorney and the City Engineer to review a list of items that need to be accomplished in order to get the parking lot completed. A timeline of the South Monroe Parking lot was created and will be reported back to the DDA Boardmembers. Title work needs to be done on the alley. Is this actually an alley or is it a parcel of property that the City owns? An alley would be vacated and a parcel would have to go through a sale.

Chair Reagan suggested the boardmembers review the list and do some brainstorming before the next meeting.

The next meeting was scheduled for February 12, 2015.

IT WAS MOVED BY DOYLE to adjourn at 12:39 p.m.

Date:

APPROVED:

James E. Reagan, Chair

Mark A. Howe, Secretary