

**OFFICIAL PROCEEDINGS
OF THE
DOWNTOWN DEVELOPMENT AUTHORITY
OF THE
CITY OF LOWELL
THURSDAY, MAY 7, 2015**

1. CALL TO ORDER; ROLL CALL

The Meeting was called to order at 12:20 p.m. by Chair Jim Reagan.

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

Absent: Shelley Catlin and April McClure.

Also Present: Dan DesJarden, Sue Olin, Susan Ullery, Police Chief Steve Bukala, Councilmember Hall, Light and Power Employee Tom Russo and Liz Baker.

2. EXCUSE OF ABSENSES

IT WAS MOVED BY LONICK and seconded by SPRENGER to excuse the absences of Boardmembers Catlin and McClure.

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

3. APPROVAL OF THE AGENDA

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

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

4. APPROVAL OF THE MINUTES

IT WAS MOVED BY LONICK and seconded by SPRENGER to approve the minutes of the April 16, 2015 meeting as written.

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

2. TREASURER'S REPORT

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

DOWNTOWN DEVELOPMENT AUTHORITY FUND
FINANCIAL STATEMENT
May 7, 2015

Beginning Balance:	\$256,343.63
Revenue:	
TIFA Revenue	\$494,570.42
Interest	196.04
Misc	\$2,575.90
Total Revenues	\$753,685.99
Expenditures:	
Capital Outlay	
Salaries/FICA	\$27,257.31
Maintenance Supplies	\$24,790.10
Utilities	\$14,672.77
Misc. and Community Promotions	\$42,935.26
Accrued Wages	\$1,071.11
Accrued Payables	\$15,697.26
Administration	\$10,418.40
Prof. Services	\$36,117.71
Transfer to General Fund	\$142,900.00
Total Expenditures:	\$315,859.92
Ending Balance	\$437,826.07

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

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

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

No comments were received.

4. **OLD BUSINESS**

a. Downtown Development Plan. No update was provided.

b. South Monroe Parking. It has been determined 32 feet is necessary off the back of the building in order to locate the utilities. Greg Canfield stated he measured to the Lowell Granite foundation which is 36 feet.

5. **NEW BUSINESS**

- a. Request Funds for Portable Restrooms. Chamber of Commerce Director Liz Baker requested \$900 for the placement of portable restrooms at the boat launch.

IT WAS LONICK and seconded by HOWE to provide \$900 to the Lowell Chamber of Commerce for the placement of portable restrooms at the boat launch.

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

6. **REPORTS AND MEMBER COMMENTS.**

Boardmember Howe noted this is the last DDA meeting for DPW Director Dan DesJarden. He has done an outstanding job and has been a terrific leader. A reception will be held on May 14, 2015 from 4:00 to 7:00 p.m. at the Chamber of Commerce.

Chair Reagan also thanked DesJarden. Best of luck!

The next meeting was scheduled for June 4, 2015.

IT WAS MOVED BY DOYLE to adjourn at 12:30 p.m.

Date:

APPROVED:

James E. Reagan, Chair

Mark A. Howe, Secretary