

**OFFICIAL PROCEEDINGS
OF THE
DOWNTOWN DEVELOPMENT AUHTORITY
OF THE
CITY OF LOWELL
THURSDAY, MARCH 15, 2018**

1. CALL TO ORDER; ROLL CALL

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

Present: Boardmembers Cliff Yankovich, Rita Reister, Brian Doyle, Mike Larkin, Dean Lonick, April McClure, Rick Seese, and Chair Jim Reagan.
Absent: Mayor DeVore.
Also Present: City Manager Mike Burns, Assistant City Manager Rich LaBombard, City Clerk Susan Ullery and Treasurer Suzanne Olin.

2. EXCUSE OF ABSENCES

IT WAS MOVED BY YANKOVICH and seconded by MCCLURE to excuse the absence of Mayor DeVore.

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

3. APPROVAL OF THE AGENDA

IT WAS MOVED BY LONICK and seconded by REISTER to approve the agenda as written.

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

4. APPROVAL OF THE MINUTES

IT WAS MOVED BY YANKOVICH and seconded by LARKIN to approve the minutes of the January 4, 2018 meeting as written.

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

5. TREASURER'S REPORT

**DOWNTOWN DEVELOPMENT AUTHORITY FUND
FINANCIAL STATEMENT
March 15, 2018**

Beginning Balance:	\$246,308.11
Revenue:	
TIFA Revenue	\$452,410.15
PPT Reimbursement	8,201.79
Misc	72.98
Interest	697.54
Total Revenues	\$707,690.57
Expenditures:	
Capital Outlay	\$9,845.00
Salaries/FICA	\$30,297.70

Maintenance Supplies	\$33,840.79
Utilities	\$17,123.62
Misc. and Community Promotions	\$11,417.50
Accrued Wages	\$3,045.57
Administration	\$11,164.20
Accrued Payables	\$7,347.62
Transfer to General Fund	
Total Expenditures:	\$124,082.00
Ending Balance	\$583,608.57

IT WAS MOVED BY LONICK and seconded by REISTER to accept the Treasurer’s Report as written.

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

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

No comments were received.

7. **OLD BUSINESS**

a. Downtown Master Plan.

Andy Moore of Williams and Works provided an update on the Place Making Plan, which included adding the new South Monroe parking lot.

Boardmember Doyle suggested we check with MDOT about the bump outs. Moore said once the design is finalized, we will send to MDOT to make sure they are approvable before we move forward.

City Manager Mike Burns provided an update on the signage. In April there should be a yield to pedestrian crosswalk sign. He noted a flashing light sign was also requested.

8. **NEW BUSINESS**

a. Summer Concert Series-Chamber of Commerce.

Lorain Smalligan with LowellArts! stated the lineup for the Summer Concerts Series is secured and will be announced soon as well as put on the website. They are asking for support for a new stage this year that will be state of the art lighting which will help set us apart from other West Michigan concerts.

IT WAS MOVED BY LONICK and seconded by MCCLURE to approve the request to support the Summer Concert Series at a cost not to exceed \$6000.00 for the 2018 concert season.

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

b. Planters for Downtown District

Martha Davis from Taphouse Bo spoke requesting the DDA consider putting planters in the Downtown District for esthetics and attraction. She would do the leg work, discuss with store owners and request them or maybe volunteer clubs to maintain them. Lonick asked if MDOT approval was needed. Moore would check. By general consensus, the DDA gave her their blessing to look into it.

c. Midwest Sculpture Initiative Exhibition.

City Manager Mike Burns discussed the idea of promoting more art in Lowell with the help of Midwest Sculpture Initiative (MSI) who would provide new sculpture pieces in the Downtown District on lease and could begin in the spring of 2019.

Burns explained the process and recommended LowellArts! partner with the DDA, which would be beneficial for the art community. The DDA would have to agree to lease a minimum of eight pieces in the Downtown District. The 2018 leasing price was \$1,709.00 per sculpture (up to 10 pieces) and \$1,644.00 per sculpture (more than 11 sculptures). He estimates the annual cost would range between \$15,000.00 to \$17,000.00 annually for Fiscal Year 2019, leasing the minimum amount of sculptures. When the lease ends, there is an opportunity to purchase the pieces and place it in the community permanently. Each sculpture will have an asking price, but there is a 20% commission for the DDA if a piece sells and can be used toward the purchase of it.

Burns stated public art is a unique place making tool that really should be considered in every downtown. His experience is that there is will be criticism for bringing this to the downtown and using public dollars. However, there will be just as many, if not more people praising the endeavor. Many people will come to the downtown to view the art. Overall, his experience with this has been very positive and he believes this is something the DDA should strongly consider.

If the DDA is interested, Burns would contact the MSI to be considered for 2019, as the deadline for this year has passed. A line item would be placed in the upcoming budget for this. He recommends that the DDA participate in the Midwest Sculpture Initiative exhibition.

Board discussed and liked the sculpture idea, had concerns about paying for it. Consensus was to proceed.

9. **REPORTS AND MEMBER COMMENTS**

Chair Reagan welcomed Boardmember Seese and thanked Mike Sprenger for his years of service on the Board.

IT WAS MOVED BY DOYLE and seconded by YANKOVICH to adjourn at 1:10 p.m.

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

Date:

APPROVED:

James E. Reagan, Chair

Susan Ullery, City Clerk