

**OFFICIAL PROCEEDINGS
OF THE
DOWNTOWN DEVELOPMENT AUTHORITY
OF THE
CITY OF LOWELL
MEETING
THURSDAY, APRIL 14, 2022**

1. CALL TO ORDER; ROLL CALL.

The Meeting was called to order at 12:00 p.m. by Chair Reagan.

Present: Board members Rita Reister, Rick Seese, Brian Doyle, Eric Wakeman, Martha Davis, Nicole Lintemuth, Laurie Chambers and Chair Reagan (arrived at 12:03).

Absent: Board members Mike DeVore.

Also Present: City Manager Michael Burns, Clerk Susan Ullery, DPW Director Dan Czarnecki.

2. EXCUSE OF ABSENCES.

IT WAS MOVED BY RIESTER and seconded by CHAMBERS to excuse the absences of board members Board member DeVore.

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

3. APPROVAL OF THE AGENDA.

IT WAS MOVED BY SEESE and seconded by DAVIS to approve the agenda as written.

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

4. APPROVAL OF THE MINUTES.

IT WAS MOVED BY LINTEMUTH and seconded by CHAMBERS to approve the minutes of February 10, 2022 as corrected.

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

5. **TREASURER'S REPORT.**

DOWNTOWN DEVELOPMENT AUTHORITY FUND

April 7, 2022

Beginning Balance		\$	403,248.64
Revenue			
	TIFA Revenue	\$	786,226.38
		\$	-
Total Revenues		\$	1,189,475.02
Expenditures			
	Capital Outlay	\$	156,115.19
	Salaries	\$	34,522.91
	Maintenance Supplies	\$	34,951.70
	Utilities	\$	12,810.34
	Marketing and Community Promotions	\$	13,582.00
	Accrued Wages	\$	4,718.00
	Administration	\$	36,146.51
	Accrued Payables	\$	2,065.63
	Transfer to Equipment	\$	-
	Transfer to General Fund	\$	293,518.76
	Debt service to Light & Power	\$	34,752.54
Total Expenditures		\$	623,183.58
Ending Balance		\$	566,291.44

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

Chair Reagan welcomed the Chairman of the Chamber of Commerce, Liz Baker and Chairman of the Alto Downtown Development Authority, Sandy Graham.

7. **OLD BUSINESS**

City Manager Michael Burns stated charging stations are in, activated on Monday. So far we have made \$9. Charging fee is 25 cents per kilowatt hour. After charge is complete, you have 15 minutes to deactivate and if you don't, you will be charged \$5 an hour. There are two locations, each with two stations. They are located at Veterans Memorial Parking Lot and the other over on Broadway.

8. **NEW BUSINESS.**

a.) Budget.

City Manager Michael Burns read his memo of the proposed Fiscal Year 2022-2023 budget, and what we saw this past year, the amendments that need to be made to the DDA budget for this fiscal year.

IT WAS MOVED BY DOYLE and seconded by WAKEMAN that the Downtown Development Authority amend the current fiscal year budget and approve the Fiscal Year 2022-2023 Budget as presented.

YES: Board members Reister, Doyle, DeVore, Wakeman, Chambers, Lintemuth, Davis and Chair Reagan.

NO: None.

ABSENT: Board member DeVore

MOTION CARRIED.

9. **REPORTS AND MEMBER COMMENTS.**

Board member Riester asked what hours of the day the Riverwalk restrooms are available.

Burns stated that the timers have been ordered for the restrooms and once they come in, they will be on the timers and open from 8 am to 9 pm. Right now they are only open on the weekends when there are events.

Liz Baker suggested some signage for the bathrooms.

Board member Riester stated that Stoney Park parking lot is in pretty bad shape.

Next meeting will be held May 12, 2022 at 12:00 pm.

IT WAS MOVED BY WAKEMAN and seconded by REISTER to adjourn at 12:32.

Date:

APPROVED:

James E. Reagan, Chair

Susan Ullery, Lowell City Clerk