

**OFFICIAL PROCEEDINGS  
OF THE  
DOWNTOWN DEVELOPMENT AUTHORITY  
OF THE  
CITY OF LOWELL  
MEETING  
THURSDAY, OCTOBER 06, 2022**

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

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

Present: Board members Rick Seese, Martha Davis, Nicole Lintemuth, Laurie Chambers and Chair Reagan.

Absent: Board members Mike DeVore, Eric Wakeman and Brian Doyle.

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

**2. EXCUSE OF ABSENCES.**

IT WAS MOVED BY CHAMBERS and seconded by DAVIS to excuse the absences of Board members DeVore, Wakeman and Doyle.

YES: 5. NO: 0. ABSENT: 3. MOTION CARRIED.

**3. APPROVAL OF THE AGENDA.**

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

YES: 5. NO: 0. ABSENT: 3. MOTION CARRIED.

**4. APPROVAL OF THE MINUTES.**

IT WAS MOVED BY CHAMBERS and seconded by LINTEMUTH to approve the minutes of July 7, 2022 as written.

YES: 5. NO: 0. ABSENT: 3. MOTION CARRIED.

5. TREASURER'S REPORT.

**DOWNTOWN DEVELOPMENT AUTHORITY FUND**

October 5, 2022

Beginning Balance		\$	497,921.33
Revenue			
	TIFA Revenue	\$	528,500.00
	Misc	\$	677.10
	Interest	\$	-
Total Revenues		\$	1,027,098.43
Expenditures			
	Capital Outlay	\$	86,825.85
	Salaries	\$	7,931.90
	Maintenance Supplies	\$	11,156.43
	Utilities	\$	3,698.88
	Marketing and Community Promotions		
	Accrued Wages	\$	5,618.95
	Administration	\$	11,602.03
	Accrued Payables	\$	834.61
	Transfer to Equipment	\$	-
	Transfer to General Fund		
	Debt service to Light & Power	\$	101,319.93
Total Expenditures		\$	228,988.58
<b>Ending Balance</b>		<b>\$</b>	<b>798,109.85</b>

IT WAS MOVED BY CHAMBER and seconded by DAVIS to approve the Treasurers Report.

YES: 5.

NO: 0.

ABSENT: 3.

MOTION CARRIED.

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

There were none.

7. **OLD BUSINESS**

City Manager Michael Burns stated the Electric Charger Stations are making about \$150 a month. The charging stations are said to last approximately 5 years.

8. **NEW BUSINESS.**

a.) **Safety Fence at Showboat.**

City Manager Michael Burns explained the incident that happened at the new Showboat and discussed putting up a safety fence before Christmas.

DPW Director Dan Czarnecki explained the options.

IT WAS MOVED BY SEESE and seconded by CHAMBERS that the Downtown Development Authority approve fencing at the Showboat not to exceed \$15,000.

YES: Board members Seese, Chambers, Lintemuth, Davis and Chair Reagan.

NO: None.            ABSENT: Board members DeVore, Wakeman, Doyle.       MOTION CARRIED.

b.) **Marketing.**

City Manager Michael Burns read his memo stating the Lowell Area Chamber of Commerce is requesting \$50,000 in sponsorship for this.

Liz Baker from the Chamber of Commerce explained where all the funds would go in detail.

IT WAS MOVED BY SEESE and seconded by DAVIS that the Downtown Development Authority provide a sponsorship to the Lowell Area of Commerce at a cost not to exceed \$50,000 for their marketing sponsorship.

YES: Board members Seese, Chambers, Lintemuth, Davis and Chair Reagan.

NO: None.            ABSENT: Board members DeVore, Wakeman, Doyle.       MOTION CARRIED.

c.) **Christmas Marketing.**

City Manager Michael Burns read his memo and Liz Baker provided a breakdown of expenses and explained what the

IT WAS MOVED BY DAVIS and seconded by CHAMBERS that the Downtown Development Authority provide a sponsorship to the Lowell Area Chamber of Commerce at a cost not to exceed \$7,000 for the Christmas in Lowell marketing sponsorship.

YES: Board members Seese, Chambers, Lintemuth, Davis and Chair Reagan.

NO: None. ABSENT: Board members DeVore, Wakeman, Doyle. MOTION CARRIED.

9. **REPORTS AND MEMBER COMMENTS.**

City Manager Michael Burns stated that Rita Reister resigned from the DDA. Also, next meeting, the city will start providing lunch again.

Chair Reagan stated that Betten Baker had their open house yesterday and he wanted to thank them for keeping their business in Lowell.

Chair Reagan also stated there are a few new restaurants opening up and he is proud of our town and likes the historic buildings.

Liz Baker stated we have an amazing community and she loves our town. We all should be proud of our amazing town because it takes all of us to make it great and it is above many other cities that are comparable. She will be retiring from the Chamber on April 1, 2023.

Board member Doyle stated that Lowell has really become a destination place.

IT WAS MOVED BY CHAMBERS and seconded by DAVIS to adjourn at 12:25.

Date:

APPROVED:

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James E. Reagan, Chair

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Susan Ullery, Lowell City Clerk