

**OFFICIAL PROCEEDINGS  
OF THE  
DOWNTOWN DEVELOPMENT AUTHORITY  
OF THE  
CITY OF LOWELL  
MEETING  
THURSDAY, NOVEMBER 16, 2023**

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

The Meeting was called to order at 12:13 p.m. by Chair Reagan.

Present: Board members Rick Seese, Eric Bartkus, Charlie Jeffrey, Brian Doyle, Laurie Chambers and Chair Reagan.

Absent: Board members Mike DeVore, Martha Davis.

Also Present: City Treasurer Sue Olin, City Clerk Sue Ullery, Rich LaBombard and City Manager Michael Burns.

2. **EXCUSE OF ABSENCES.**

IT WAS MOVED BY CHAMBERS and seconded by DOYLE to excuse the absences of Board members DeVore and Davis.

YES: 6. NO: 0. ABSENT: 2. MOTION CARRIED.

3. **APPROVAL OF THE AGENDA.**

Chair Reagan introduced Charlie Jeffrey to the Authority and Jeffrey said a few words about himself.

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

YES: 6. NO: 0. ABSENT: 2. MOTION CARRIED.

4. **APPROVAL OF THE MINUTES FROM NOVEMBER 05, 2023.**

IT WAS MOVED BY BARTKUS and seconded by CHAMBERS to approve the minutes of the October 5, 2023.

YES: 6. NO: 0. ABSENT: 2. MOTION CARRIED.

5. **TREASURER'S REPORT.**

**DOWNTOWN DEVELOPMENT AUTHORITY FUND**

November 14, 2023

Beginning Balance		\$	448,968.79
Revenue			
	TIFA Revenue	\$	848,100.00
		\$	
	Misc	35.70	
	Interest	\$	-
Total Revenues		\$	1,297,104.49
Expenditures			
	Capital Outlay	\$	99,293.37
	Salaries	\$	14,171.24
	Maintenance Supplies	\$	15,896.42
	Utilities	\$	4,022.07
	Marketing and Community Promotions	\$	20,163.63
	Accrued Wages	\$	1,959.10
	Administration	\$	21,495.29
	Accrued Payables	\$	1,208.86
	Transfer to Equipment		
	Transfer to General Fund		
	Debt service to Light & Power		
Total Expenditures		\$	178,209.98
<b>Ending Balance</b>		<b>\$</b>	<b>1,118,894.51</b>

IT WAS MOVED BY BARTKUS and seconded by CHAMBERS to accept the treasurer's report as submitted.

YES: 6.

NO: 0.

ABSENT: 2.

MOTION CARRIED.

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

Shannon Kennedy welcomed everyone to come to the Christmas Through Lowell and stated that everything is shaping up and even the weather is going to be nice. Come on out and join us.

7. **OLD BUSINESS.**

a) Monroe Street Island.

City Manager Michael Burns stated now that Monroe is done, we are getting complaints for semi-truck traffic and we would like to eliminate semi-truck traffic and left turns. Very dangerous and suggested the idea of an island. This would be a spring project if we had funds available or July 1 project for next fiscal year. It will have to go to City Council next.

Brandon Mieres with Williams & Works explained how an island would work and how it is similar to a Bump-out but definitely safer and more desirable.

It was a general consensus to proceed with the plan.

b) Showboat Funding Request.

City Manager stated we received a request from the Lowell Showboat VI for funding of \$15,000 to offset revenues lost from rentals they could not book during the Christmas on the Showboat events.

It was a general consensus by the board not to provide any funding.

8. **NEW BUSINESS.**

a) Flat River Weed Control.

City Manager Michael Burns read his memo about getting weed control on the Flat River and explained it is expensive but believes it may be justifiable. If the board decides to move forward, it would be considered for the 2024-25 budget cycle. Need to get input from King Milling as they need the dam for their operations.

It was a general consensus by the board that it is too expensive and too involved to get started.

9. **REPORTS AND MEMBER COMMENTS.**

Boardmember Bartkus welcomed Charlie Jeffries to the board. Bartkus stated he had a neighbor on Monroe that is ecstatic about the new water lines on Monroe. People are noticing the changes. Also, would like us as a community to be aware of gearing events in the city to accommodate people with special needs as there is a growing population.

Boardmember Jeffries stated he was happy to be here.

Boardmember Chambers congratulated Eric Bartkus to City Council and welcomed Boardmember Jeffries.

Boardmember Doyle welcomed Charlie Jeffries and congrats to Eric Bartkus as new City Council.

Chair Reagan also welcomed Charlie Jeffries and congratulated Eric Bartkus.

City Manager Michael Burns stated we are working on an affordable housing plan and have reached out to “Housing Next” and will start developing a plan.

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IT WAS MOVED BY SEESE and seconded by CHAMBERS to adjourn at 12:51.

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Chair Jim Reagan

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City Clerk, Susan Ullery