

**OFFICIAL PROCEEDINGS  
OF THE  
DOWNTOWN DEVELOPMENT AUTHORITY  
OF THE  
CITY OF LOWELL  
THURSDAY, FEBRUARY 18, 2016**

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

The Meeting was called to order at 12:17 p.m. by Chair Jim Reagan.

Present: Brian Doyle, Mike Larkin, Dean Lonick, Rita Reister, Mike Sprenger, and Jim Reagan.

Absent: April McClure and Cliff Yankovich.

Vacancy: One

Also Present: Interim City Manager Dave Pasquale, City Clerk Susan Ullery, DPW Director Ron Woods, Councilmembers Hodges and Teeland and Lowell Light and Power Employee Mark Droog.

**2. EXCUSE OF ABSENSES**

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

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

**3. APPROVAL OF THE AGENDA**

IT WAS MOVED BY SPRENGER and seconded by DOYLE to approve the agenda as modified.

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

**4. APPROVAL OF THE MINUTES**

IT WAS MOVED BY LONICK and seconded by LARKIN to approve the minutes of the November 5, 2015 meeting as written.

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

**5. TREASURER'S REPORT**

**DOWNTOWN DEVELOPMENT AUTHORITY FUND  
FINANCIAL STATEMENT  
February 18, 2016**

Beginning Balance:	\$396,776.49
Revenue:	
TIFA Revenue	\$639,972.80

Interest	
Misc.	19.92
Total Revenues	\$1,036,769.21
Expenditures:	
Capital Outlay	\$11,408.47
Salaries/FICA	\$19,645.94
Maintenance Supplies	\$18,140.74
Utilities	\$10,793.95
Misc. and Community Promotions	\$36,759.80
Accrued Wages	\$1,644.68
Accrued Payables	\$1,566.43
Administration	\$8,637.11
Prof. Services	
Transfer to General Fund	
Total Expenditures	\$108,597.12
Ending Balance	\$928,172.09

Capital outlay appropriated:

\$10,000 S. Monroe temporary parking

\$100,000 S. Monroe parking

\$110,000 Avery Street project, 1/3 the cost, not to exceed \$110,000 carried over from last fiscal year.

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

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

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

No comments were received.

7. **OLD BUSINESS**

a. Downtown Development Plan. No update was provided.

b. South Monroe Parking. DPW Director Ron Woods provided an update on the South Monroe Parking lot. Interim City Manager Pasquale stated he would check with City Attorney Richard Wendt to see if he and Howe had been working on drafting anything up. Williams and Works Engineer Dave Austin stated he would draft an easement and leave the property owners blank.

c. Economic Development . No update was provided.

8. **NEW BUSINESS**

- a. Approval of 2016 Meeting Dates. The board reviewed the 2016 meeting dates.

IT WAS MOVED BY LARKIN and supported by LONICK to approve the 2016 meeting dates as presented.

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

- b. Parking Strategy Report. Williams and Works Planners Andy Moore and Nathan Mehmed presented a Parking Strategy Report. Parking blocks were reviewed as well as existing and future demands. Price based solutions, supply based solutions, time based solutions and education based solutions were also discussed.

Boardmember Lonick believed it was important to facilitate the parking strategy in a way in which businesses can thrive. Boardmember Sprenger agreed.

Chair Reagan thought it was important to educate employees where they should be parking.

Chamber of Commerce Director Liz Baker suggested “permit parking” for employees.

Lonick brought up the idea of a parking ramp.

Reagan wanted to make the area more walkable.

- c. Chamber of Commerce/Lowell Arts! Lowell Area Arts Council Director Lorain Smalligan and Lowell Area Chamber of Commerce Director Liz Baker requested \$6,000 to support the 2016 Lowell Showboat Sizzlin’ Summer Concerts Series and Sizzlin’ Summer Movie night.

IT WAS MOVED BY DOYLE and seconded by SPRENGER to contribute \$6,000 to support the 2016 Lowell Showboat Sizzlin’ Summer Concerts Series and Sizzlin’ Summer Movie night.

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

9. **REPORTS AND MEMBER COMMENTS.**

Boardmember Larkin questioned the downtown clock. Ron Woods stated it will be repaired tomorrow

Chair Reagan welcomed Boardmember Reister.

The next meeting was scheduled for March 10, 2016.

IT WAS MOVED BY SPRENGER and seconded by LONICK to adjourn at 1:13 p.m.

Date:

APPROVED:

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James E. Reagan, Chair

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Susan Ullery, City Clerk