

**OFFICIAL PROCEEDINGS
OF THE
DOWNTOWN DEVELOPMENT AUTHORITY
OF THE
CITY OF LOWELL
THURSDAY, MAY 12, 2016**

1. CALL TO ORDER; ROLL CALL

The Meeting was called to order at 12:30 p.m. by Chair Jim Reagan.

Present: Brian Doyle, Dean Lonick, Dave Pasquale, Mike Sprenger, Cliff Yankovich and April McClure and Chair Reagan.

Absent: Rita Reister.

Also Present: City Clerk Susan Ullery, City Treasurer Sue Olin, Interim City Manager Dave Pasquale, DPW Director Rich LaBombard and Councilmember Alan Teelander.

2. EXCUSE OF ABSENSES

IT WAS MOVED BY YANKOVICH and seconded by MCCLURE to excuse the absence of Boardmember Reister.

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

3. APPROVAL OF THE AGENDA

IT WAS MOVED BY SPRENGER and seconded by YANKOVICH to approve the agenda as written.

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

4. APPROVAL OF THE MINUTES

IT WAS MOVED BY LONICK and seconded by LARKIN to approve the minutes of the April 21, 2016 meeting as amended.

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

IT WAS MOVED BY LONICK and seconded by DOYLE to approve the minutes of the April 29, 2016 special meeting as amended.

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

5. **TREASURER'S REPORT**

DOWNTOWN DEVELOPMENT AUTHORITY FUND
FINANCIAL STATEMENT
March 30, 2016

Beginning Balance:	\$396,776.49
Revenue:	
TIFA Revenue	\$638,364.13
Interest	269.23
Misc.	19.92
Total Revenues	\$1,035,429.77
Expenditures:	
Capital Outlay	\$57,127.45
Salaries/FICA	\$22,229.06
Maintenance Supplies	\$22,095.73
Utilities	\$13,889.04
Misc. and Community Promotions	\$36,817.14
Accrued Wages	\$1,644.68
Accrued payables	\$1,566.43
Administration	\$15,952.57
Prof. Services	
Transfer to General Fund	
Total Expenditures:	\$171,322.10
Ending Balance	\$864,107.67

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 seconded by SPRENGER to accept the Treasurer's Report with the addition of \$30,000 to Capital Outlay Appropriated for the South Monroe parking lot.

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

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

Mark Anderson from LARA spoke about the plans to extend the trail. He stated that they would like to meet with Mr. Lonick and some other residents and then come back to the board with their request.

7. **OLD BUSINESS**

a. Downtown Development Plan.

There are no further updates at this time.

b. South Monroe Parking – Update.

Last Friday the project was approved and is now underway. Water will be shut off at some point, but they will let residents know as far in advance as possible.

c. Economic Development.

There are no further updates at this time.

d. Riverwalk Stage & Showboat Masterplan – Continued Discussion.

Karen Wade spoke about the chess table and benches for the Chess Club. She proposed that the DDA consider matching what the Chess Club raises with the goal of having this ready to go in the summer or fall of 2017. Currently, the estimated cost is \$5,000 (\$2,800 for the chess table and \$2,000 for cement work needed). However, the quote was given two years ago and the granite company suggested adding an increase of 5-10% each year beyond the quote.

7. **NEW BUSINESS**

a. Sidewalk Project.

Some sidewalks within the DDA District need replacement and the City would like the DDA to fund those replacements. There are 49 squares that need replacing and the estimated cost is \$196.25/square which would add up to just over \$9,600. There are also 10-12 squares in front of Trombly Chiropractic that need replacement as well.

Rich LaBombard was introduced as the new Public Works Director.

IT WAS MOVED BY SPRENGER and seconded by YANKOVICH to pay up to \$12,000 to replacement the hazardous sidewalk squares within the DDA District.

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

6. **REPORTS AND MEMBER COMMENTS.**

Chairman Reagan stated that he was happy to get the South Monroe Parking Lot project underway and appreciated everyone's efforts in getting things resolved.

The next meeting was tentatively set for Thursday, June 9.

IT WAS MOVED BY DOYLE and seconded by SPRENGER to adjourn at 12:41 p.m.

Date:

APPROVED:

James E. Reagan, Chair

Susan Ullery, City Clerk