

**OFFICIAL PROCEEDINGS
OF THE
DOWNTOWN DEVELOPMENT AUTHORITY
OF THE
CITY OF LOWELL
THURSDAY, JUNE 9, 2016**

1. CALL TO ORDER; ROLL CALL

The Meeting was called to order at 12:08 p.m. by Dean Lonick.

Present: Dean Lonick, Dave Pasquale, Mike Sprenger, Mike Larkin, April McClure and Rita Reister.

Absent: Brian Doyle, Cliff Yankovich and Jim Reagan.

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

2. EXCUSE OF ABSENCES

IT WAS MOVED BY SPRENGER and seconded by LARKIN to excuse the absences of Boardmembers Doyle, Yankovich and Reagan.

YES: 6. NO: 0. ABSENT: 3. MOTION CARRIED.

3. APPROVAL OF THE AGENDA

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

YES: 6. NO: 0. ABSENT: 3. MOTION CARRIED.

4. APPROVAL OF THE MINUTES

IT WAS MOVED BY SPRENGER and seconded by PASQUALE to approve the minutes of the May 12, 2016 meeting as amended.

YES: 6. NO: 0. ABSENT: 3. MOTION CARRIED.

5. **TREASURER'S REPORT**

DOWNTOWN DEVELOPMENT AUTHORITY FUND
 FINANCIAL STATEMENT
 June 8, 2016

Beginning Balance:	\$396,776.49
Revenue:	
TIFA Revenue	\$647,576.30
Interest	269.23
Misc.	19.92
Total Revenues	\$1,044,641.94
Expenditures:	
Capital Outlay	\$100,252.50
Salaries/FICA	\$28,372.17
Maintenance Supplies	\$25,357.63
Utilities	\$15,555.63
Misc. and Community Promotions	\$37,153.28
Accrued Wages	\$1,644.68
Accrued payables	\$1,566.43
Administration	\$18,942.61
Prof. Services	
Transfer to General Fund	
Total Expenditures:	\$228,844.93
Ending Balance	\$815,797.01

Capital outlay appropriated:
 \$10,000 – S. Monroe temporary parking
 \$334,686.00 – S. Monroe Parking
 \$110,000 – Avery Street project, 1/3 the cost not to exceed \$110,000
 \$13,447.00 – Exterior handicap accessibility at Lowell Arts
 \$2,000.00 – Radar speed signs

IT WAS MOVED BY REISTER and seconded by SPRENGER to accept the Treasurer's Report with as written.

YES: 6. NO: 0 ABSENT: 3. MOTION CARRIED.

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

There were no public comments.

7. **OLD BUSINESS**

a. Downtown Development Plan.

There are no further updates at this time.

b. South Monroe Parking – Update.

The project should be completed tomorrow, with the exception of the light poles and dumpster enclosure, which may still be a few weeks out before completion. Parking should be able to start by mid-week.

c. Economic Development.

There are no further updates at this time.

7. **NEW BUSINESS**

a. 2016 Marketing Grant – Chamber of Commerce.

Liz Baker requested that the DDA approve \$25,000 for marketing for various events. Boardmember Reister questioned whether or not the city slogan of “The Next Place to Be” was going to be changed. Liz said it was something they were looking at.

IT WAS MOVED BY MCCLURE and seconded by SPRENGER to approve \$25,000 in marketing expenses to be used for many things.

YES: 6. NO: 1 (Lonick) ABSENT: 2. MOTION CARRIED.

6. **REPORTS AND MEMBER COMMENTS.**

Boardmember Reister thanked MDOT for putting parking in front of the Superior Furniture building.

Boardmember McClure questioned whether or not there was going to be striping put on Monroe and Avery Streets. No conclusive answer was given.

IT WAS MOVED BY REISTER and seconded by LARKIN to adjourn at 12:20 p.m.

Date:

APPROVED:

James E. Reagan, Chair

Susan Ullery, City Clerk