

**OFFICIAL PROCEEDINGS  
OF THE  
DOWNTOWN DEVELOPMENT AUTHORITY  
OF THE  
CITY OF LOWELL  
THURSDAY, AUGUST 4, 2016**

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

The Meeting was called to order at 12:10 p.m. by Chair Jim Reagan.

Present: Chair Jim Reagan, Brian Doyle, Mike Larkin, Dean Lonick, Dave Pasquale, Mike Sprenger, April McClure and Rita Reister.

Absent: Cliff Yankovich.

Also Present: City Clerk Susan Ullery, City Treasurer Sue Olin, DPW Director Rich LaBombard, Chief Steve Bukala, Mayor Jeff Altoft and Councilmember Alan Teelander.

**2. EXCUSE OF ABSENCES**

IT WAS MOVED BY SPRENGER and seconded by MCCLURE to excuse the absence of Boardmember Yankovich.

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

**3. APPROVAL OF THE AGENDA**

IT WAS MOVED BY LONICK and seconded by PASQUALE 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 REISTER to approve the minutes of the June 9, 2016 meeting as written.

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

5. **TREASURER'S REPORT**

DOWNTOWN DEVELOPMENT AUTHORITY FUND  
FINANCIAL STATEMENT  
August 3, 2016

Beginning Balance:	\$457,371.59
Revenue:	
TIFA Revenue	
Interest	
Misc.	
Total Revenues	\$457,371.59
Expenditures:	
Capital Outlay	
Salaries/FICA	\$3,590.76
Maintenance Supplies	\$5,206.63
Utilities	\$565.81
Misc. and Community Promotions	\$56.44
Accrued Wages	\$2,329.17
Accrued payables	\$80,703.35
Administration	\$611.82
Prof. Services	
Transfer to General Fund	
Total Expenditures:	\$93,063.98
Ending Balance	\$364,307.61

Capital outlay appropriated:  
\$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

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

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

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

Chief Bukala thanked the DDA again for the purchase of the radar signs. The data indicates that 89% are either at or below the speed limit for the traffic coming in from the east and at 96% coming from the west.

## 7. OLD BUSINESS

### a. Downtown Development Plan.

There are no further updates at this time.

### b. South Monroe Parking – Update.

DPW Director Rich LaBombard provided an update. There are some issues currently with getting the grass to grow because of the weather conditions. Also, work is being done to install underground sprinkling. The streetlights will be installed in late September/early October. The dumpsters have been moved.

### c. Economic Development.

Nothing new to report.

## 8. NEW BUSINESS

### a. LARA Trail.

Mark Anderson, Lowell Trailway, addressed the concerns the Boardmembers had at the last meeting. They reviewed the option of moving the trail down M-21, but that would cross more commercial property lines. Therefore, they are recommending the path down Alden Nash, as originally proposed.

Boardmember Lonick noted his business is heavy industrial not manufacturing and felt it was unsafe for the trail to pass by such a business. Chair Reagan discussed his concerns with the plan and was in agreement with Lonick.

Boardmember Reister stated that she thought the trail would be good for the community as proposed.

Boardmember McClure favored the proposed plan and believed many businesses would benefit.

Boardmember Sprenger stated that he is supportive of the trails and feels like this is something the City should be supporting because it connects with many other cities. He questioned Lonick's main concern. Lonick had concerns about the trucks coming and going.

Boardmember Doyle suggested stop signs be placed near the driveway. He also made the point that even if the DDA doesn't approve the funding, that doesn't necessarily mean the trail won't installed. The DDA has no right to stop the trail, but can choose to not fund it.

Boardmember Larkin believed this project would be in the best interest of the community and would support it.

Boardmember Pasquale supported giving \$35,000 towards the project.

IT WAS MOVED BY SPRENGER and seconded by MCCLURE to approve the funding of \$35,000 for the LARA Trail as proposed with the condition that stop signs be put up on either side of Michigan Wire.

Discussion:

Lonick stated:

In order to be consistent with Roberts Rules of Order and Parliamentary Procedure, I'd like this motion to be voted down and a new motion that would include four conditions – at least four conditions.

1. That LARA must maintain a liability insurance policy with a minimum \$1,000,000.00 per incident for the life of the trail.
2. That LARA provides to all adjacent property owners indemnification from any and all trail related liability issues and have the property owners adjacent named as also insureds.
3. That LARA provide sufficient documentation that they will at all times maintain the trail to standards consistent with City of Lowell sidewalk ordinance current and future.
4. That LARA provides sufficient insurance that should the trail fail or cease for any reason, the properties affected will be restored to conditions preceding the trail.

Boardmembers Sprenger and McClure asked if this was normal and if the liability insurance was optional. Perry Beachum stated that they currently have liability insurance. They are not sure; however, if they can name additionally insured's on the policy.

Sprenger agreed to amend his motion to include all of the conditions stated by Lonick. However, McClure was not okay seconding it when she doesn't have the answers to Lonick's conditions as to whether or not they are all even possible. The matter was tabled until the next meeting.

9. **REPORTS AND MEMBER COMMENTS.**

Boardmember Pasquale stated this would be his last meeting. The Mayor will now serve as a boardmember and the new City Manager Michael Burns will serve as the Executive Director of the DDA.

IT WAS MOVED BY LARKIN and seconded by DOYLE to adjourn at 1:00 p.m.

Date:

APPROVED:

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James E. Reagan, Chair

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Susan Ullery, City Clerk