

**OFFICIAL PROCEEDINGS
OF THE
DOWNTOWN DEVELOPMENT AUTHORITY
OF THE
CITY OF LOWELL
THURSDAY, SEPTEMBER 7, 2017**

1. CALL TO ORDER; ROLL CALL

The Meeting was called to order at 12:14 p.m. by Chair Reagan.

Present: Boardmembers Cliff Yankovich, Rita Reister, Brian Doyle, Mike Larkin, Dean Lonick, April McClure and Chair Reagan.

Absent: Boardmember Sprenger and Mayor DeVore.

Also Present: City Manager Mike Burns, City Clerk Susan Ullery, City Treasurer Suzanne Olin, City Councilmember Greg Canfield and Department of Public Works Director Rich LaBombard.

2. EXCUSE OF ABSENSES

IT WAS MOVED BY YANKOVICH and seconded by REISTER to excuse the absence of Boardmember Sprenger and Mayor DeVore.

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

3. APPROVAL OF THE AGENDA

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

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

4. APPROVAL OF THE MINUTES

IT WAS MOVED BY REISTER and seconded by MCCLURE to approve the minutes of the August 10, 2017 meeting as written.

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

5. TREASURER'S REPORT

**DOWNTOWN DEVELOPMENT AUTHORITY FUND
FINANCIAL STATEMENT
September 5, 2017**

Beginning Balance:	\$266,015.12
Revenue:	
TIFA Revenue	\$40,000.00

Total Revenues	\$306,015.12
Expenditures:	
Capital Outlay	\$5,295.00
Salaries/FICA	\$7,812.69
Maintenance Supplies	\$10,111.37
Utilities	\$2,518.89
Misc. and Community Promotions	\$6,006.98
Accrued Wages	\$3,045.57
Administration	\$2,514.52
Accrued Payables	\$1,347.62
Transfer to General Fund	
<i>Total Expenditures:</i>	\$38,652.64
Ending Balance	\$267,362.48

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

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 Plan – Further Discussion of Strategic Meeting – (Plan was attached in the February 9, 2017 agenda packet).

City Manager Mike Burns explained it would be a good idea to engage Williams and Works and the DDA Board once again before approving the Downtown Plan.

8. **NEW BUSINESS**

- a. Lowell Chamber of Commerce – Christmas Budget.

Director of the Lowell Chamber of Commerce Liz Baker spoke in reference to the improvements of the Chamber building in order to hold Santa visits and cookies since the Showboat has been closed. A great amount of effort goes into this event.

IT WAS MOVED BY DOYLE and seconded by MCCLURE to approve up to \$6,450.00 for the Lowell Chamber of Commerce Christmas budget.

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

- b. Fenton visit update.

City Manager Mike Burns gave an update on their visit to Fenton and explained the history of the new Downtown Development and infrastructure that occurred in Fenton. He went on to explain that one of the biggest things Fenton implemented were sculptures in the downtown area. Burns noted these sculptures can be rented.

Greg Canfield spoke regarding the Fenton visit and how amazing the art was as well as the flowering pots throughout the downtown area. Lowell could do this as well if the businesses were willing to sponsor such flowers.

Burns explained the City of Fenton did not want the City to be responsible for irrigation because it was too cumbersome and costly. Therefore, they ran irrigation lines under the sidewalks, which worked out very well. Burns explained that if the streetscape project goes forward in Lowell, he would strongly urge irrigation under the sidewalks as well. Burns explained that if you added it to the construction, it wouldn't be as expensive.

Boardmember Yankovich mentioned having flower pots on the bridges.

Burns stated that Lowell has a stronger retail base than Fenton has, but Fenton is starting to get it now. Burns advised you also need people living in the downtown.

9. **REPORTS AND MEMBER COMMENTS**

There were no member comments.

IT WAS MOVED BY YANKOVICH and seconded by REISTER to adjourn at 12:36 p.m.

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

Date:

APPROVED:

James E. Reagan, Chair

Susan Ullery, City Clerk