

OFFICIAL PROCEEDINGS
OF THE
DOWNTOWN DEVELOPMENT AUTHORITY
OF THE
CITY OF LOWELL

For the Regular Meeting of the Downtown Development Authority on Thursday, September 28, 2006.

The Meeting was called to order at 12:10 p.m. and Secretary Pasquale called the Roll.

Present: Catlin, Doyle, Larkin, Lonick, Pasquale, Sprenger and Chairman Reagan.

Absent: Ford.

Also Present: Dan DesJarden, Sue Olin, Betty Morlock and Jim Hall.

It was noted that Boardmember Carolyn Price has resigned since her business, Dream Pieces moved to the Knapp Corners area.

IT WAS MOVED BY DOYLE and supported by LONICK to approve the minutes of the August 3, 2006 meeting as submitted.

YEA: 7. NAY: 0. ABSENT: 1. MOTION CARRIED.

Item #1. TREASURER'S REPORT. City Treasurer Sue Olin provided the following reports to the Boardmembers.

DOWNTOWN DEVELOPMENT AUTHORITY
ACCOUNTS PAYABLE
SEPTEMBER 27, 2006

BC Pizza	\$36.89
Bernards	18.63
Blue Ribbon Feed	7.90
Greater Lowell Chamber	28,930.00
Kent County Youth Fair	3,650.00
Kerkstra Portable	1,000.00
Lowell Light & Power	<u>379.06</u>
TOTAL DUE:	\$34,022.48

DOWNTOWN DEVELOPMENT AUTHORITY FUND
FINANCIAL STATEMENT
SEPTEMBER 27, 2006

BEGINNING BALANCE:	\$144,289.00
REVENUE:	
Tifa Revenue	<u>235,742.75</u>
TOTAL:	\$380,031.75

EXPENDITURES:

Accrued Wages	\$24.51
Accounts Payable	315.90
Capital Outlay	32,580.00
Maintenance Salaries/FICA	4,402.52
Maintenance Supplies	1,273.76
Utilities	1,555.36
Misc. & Community Promotions	<u>6,869.59</u>
TOTAL:	\$47,021.64

ENDING BALANCE: \$ 333,010.11

CAPITAL OUTLAY:

CHAMBER MARKETING	\$25,000.00pd
FARMERS MARKET	3,650.00pd
KENMARK (XMAS)	4,255.00
SHOWBOAT	3,930.00
TOTAL	\$36,835.00

COMMUNITY PROMOTIONS:

PORT A JOHNS	1,000.00
SUMMER CONCERT	<u>6,000.00</u> pd
TOTAL	\$7,000.00

Olin noted that the TIFA revenues are coming in. In response to an inquiry, the Christmas decorations (Kenmark) will be paid after installation.

IT WAS MOVED BY LONICK and supported by CATLIN to approve the Treasurer’s Report as submitted.

YEA: 7. NAY: 0. ABSENT: 1. MOTION CARRIED

Item #2. PAINING OF DOWNTOWN LIGHT POLES – UPDATE. DPW Director Dan DesJarden received a quote from Davies Water providing a cost of \$300 per light pole to paint. Each pole would be hand prepared for painting. Devoe 224 epoxy primer will be used to prime. A second coat of primer would then be applied to a height of six feet for extra salt spray protection. A top coat of Devoe Devthane 379 UVA will be applied.

By consensus, the Board decided to wait until Spring to do the pole painting work.

Item #3. CONSIDERATION OF DDA PAYMENT OF ELECTRIC COSTS FOR DOWNTOWN LIGHTS. DesJarden provided the following electric cost history for the decorative street lights:

Location:

Main Street – Riverside and Washington meters.

	<u>Cost</u>	<u>Usage KW hrs.</u>
Budget Year 2003-2004		
Riverside	\$6,764.70	80,560 KW hrs.
Washington	\$6,066.70	71,960 KW hrs.

Budget Year 2004-2005

Riverside	\$7,109.95	80,080 KW hrs.
Washington	\$6,425.36	72,080 KW hrs.

Budget Year 2005-2006

Riverside	\$5,547.71	59,480 KW hrs.
Washington	\$5,137.98	54,920 KW hrs.

DesJarden mentioned that the rates are based on the number of lights. The rates are different for the parking lots. It was proposed to have the DDA assume the electric cost for the lights freeing up the Public Works budget.

The question before the Board was how far should the DDA go in funding operational costs? Doyle said the Board should do other projects. Lonick mentioned that the DDA has drifted from its original intent. The lighting costs are less tangible. What about long term planning? Reagan said the DDA needs to be creative.

The Board was informed that \$32,000 of the \$75,000 in capital improvements has been used. Additionally, \$85,000 is unallocated.

IT WAS MOVED BY DOYLE and supported by SPRENGER to allocate funding for fiscal year 2006-2007 providing payment for electric costs involving downtown lighting.

YEA: 7. NAY: 0. ABSENT: 1. MOTION CARRIED.

Item #4. OTHER BUSINESS. Jim Hall said he had recently met with Kendra Wills of the MSU Extension Office and Ed Mahoney, Michigan State University professor who is an expert on RV Parks. Mahoney was neither 100% positive or negative. He felt Hall's numbers were a little optimistic. Mahoney said \$70,000 in revenue was needed for a 100 space park to break even.

Hall was informed that a feasibility study is too early. The City should update the parks master plan to qualify for grant funding. A preliminary plan in being prepared.

Item #5. DOWNTOWN PROMOTIONS. No comments.

The next meeting was scheduled for Thursday, November 2, 2006 at 12 noon. This was later changed to December 7.

The meeting was adjourned at 1:04 p.m.

DATE:

APPROVED:

James E. Reagan, Chairman

David M. Pasquale, Secretary