

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

For the Regular Meeting of the Downtown Development Authority on Thursday, January 21, 2010.

The Meeting was called to order at 12:09 p.m. and Secretary Pasquale called the Roll.

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

Absent: Catlin.

Also Present: Dan DesJarden, Jeff Altoft, Lorain Smalligan, Greg Pierce, Jim Hall, Sue Olin, Emma Palova, Betty Morlock and Liz Baker.

Greg Canfield was introduced as the new DDA Boardmember. He has been in the plumbing business for 18 years and serves on the Historic District Commission, Light and Power Board and Construction Board of Appeals.

IT WAS MOVED BY DOYLE and supported by SPRENGER to approve the minutes of the December 10, 2009 meeting as submitted.

YEA: 8. NAY: 0. ABSENT: 1. MOTION CARRIED.

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

DOWNTOWN DEVELOPMENT AUTHORITY
ACCOUNTS PAYABLE
January 21, 2010

12/3/2009	Verdin Clock Maintenance	\$350.00
12/3/2009	Xcel Chemical	449.70
12/17/2009	Dickinson Wright	1,207.00
12/17/2009	Chamber of Commerce	2,000.00
12/21/2009	Lowell Light and Power	1,315.19
12/29/2009	Commercial First Title	60,830.81
1/14/2010	Bernards	8.79
1/14/2010	Dickinson Wright	1,428.00
1/14/2010	Lowell Light and Power	2,353.71
1/15/2010	Lowell Chamber Marketing	<u>25,000.00</u>
		\$94,943.20

DOWNTOWN DEVELOPMENT AUTHORITY FUND
 FINANCIAL STATEMENT
 JANUARY 21, 2010

Beginning Balance:		\$283,755.39
Revenue:		
TIFA Revenue		\$430,000.00
Interest		1,209.42
Total Revenues:		\$719,964.81
Expenditures:		
Capital Outlay		\$120,129.81
MaintenanceSalaries/FICA		15,019.63
Maintenance Supplies		6,714.77
Utilities		9,441.22
Misc. & Community Promotions		37,207.74
Debt Service		192,015.00
Transfer to General Fund		Ø
TOTAL:		<u>\$380,528.17</u>
Ending Balance:		\$339,436.64

Capital Outlay Paid to Date:

Williams and Works	\$480.00
Davies Water	\$14,930.00 painting light poles
Kenmark	\$ 4,440.00
Material Testing	\$ 2,400.00
Ridgeline	\$30,000.00
Chamber	\$2,000.00 (electric work showboat)
Commercial Title	\$60,830.81
Attorney Fees	<u>\$5,049.00</u>
	\$120,129.81

Promotions:

Chamber Marketing	\$25,000.00
Summer Concert	\$6,000.00
Xmas 2009	<u>\$5,000.00</u>
	\$36,000.00

Olin reviewed the current status of the budget.

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

YEA: 8. NAY: 0. ABSENT: 1. MOTION CARRIED.

Item #2. DOWNTOWN BRIDGE PROJECT – MARKETING REQUEST – DISCUSSION. Chamber Director Liz Baker stated she will present next month a creative merchandizing investment request to the DDA Board incorporating the upcoming downtown bridge project and marketing.

Item #3. STREET LIGHTS – CONSIDERATION FOR FUNDING GLOBE REPLACEMENT AND/OR RETROFITTING DECORATIVE STREET LIGHTS TO CFLS. DPW Director Dan DesJarden said the current downtown street lights (plastic globes) need replacement. As is, this would cost \$212 per globe. To provide a reflective top and bottom reflector, the cost amounts to \$475 per globe.

CFL fixtures could be accommodated to match for \$278 per globe. These save energy and would reflect light down. There are 63 light poles downtown having 126 globes. These would have lower heat than the plastic metal halide fixtures. Also, the bulb can be easily changed.

DesJarden noted that the LED lights are much higher in cost (approximately \$500 per globe). But, the new fixtures will accommodate a fixture change to LED.

A formal proposal will be brought to the next meeting. The consensus of the Board was to pursue CFL lighting.

Item #4. REQUEST FOR THE LOWELL SHOWBOAT SIZZLIN' SUMMER CONCERT SERIES. Lorain Smalligan, Director of the Lowell Area Arts Council, requested \$5,500 toward marketing for the Summer Concert Series. This is \$500 less than last year.

Smalligan said the concert series will stay downtown in spite of the bridge project. The question of safety issues arose. She noted the bridge project will not interfere. The concert series is still using the riverwalk.

IT WAS MOVED BY DOYLE and supported by SPRENGER to allocate \$5,500 for the 2010 Ten Week Showboat Sizzlin' Summer Concert Series.

YEA: 8. NAY: 0. ABSENT: 1. MOTION CARRIED.

Item #5. OTHER BUSINESS. A municipal sign is needed for the newly acquired parking lot next to Shell.

Item #6. DOWNTOWN PROMOTIONS. The Expo, Summer Concert Series and Riverwalk Festival are coming over the next months.

The next meeting is scheduled for Thursday, March 4, 2010 at 12 noon.

The meeting was adjourned at 12:38 p.m.

DATE:

APPROVED:

James E. Reagan, Chairman

David M. Pasquale, Secretary