



Downtown Development Authority  
Board  
**MEETING AGENDA**  
May 7th, 2014

***Downtown Development Authority Board Members***

Sue Parker, Chairperson	James O'Toole, Trustee
Andy Crispigna, Treasurer	Dan Bender, Vice Chair
Marc Tall, Trustee	Tara Deno, Trustee
Mitch Taylor, Trustee	Jeff Slagstad, Trustee
Mary Finlan, Trustee	

***Administration***

***Ed Legault***

***Judy Schroeder***

Escanaba Civic Center, 225 N 21st Street, Escanaba, MI 4982

May 7th, 2014 7:30am

CALL TO ORDER

ROLL CALL

APPROVAL/CORRECTION(S) TO MINUTES – Approval of April 16th, 2014 minutes

APPROVAL/ADJUSTMENTS TO THE AGENDA

CONFLICT OF INTEREST DECLARATION

TREASURER'S REPORT

**OLD BUSINESS/UNFINISHED BUSINESS:**

**1. State Bank Sign - Discussion/Action**

Explanation: Cory Kuchenburg of the State Bank approached the DDA to see if we would like to purchase the Time/Temp sign on 11<sup>th</sup> & Ludington. There are 3 costs: 1) Sign Acquisition, 2) Re-facing of the Sign, 3) Lease of the space. All info is attached for discussion & a recommendation is included.

**NEW BUSINESS:**

**1. Rib Fest May 30<sup>th</sup> 3:00 pm to 6:00pm - Discussion/Action**

Explanation: Approve funds to purchase Rib's (Approximately \$1800 or \$300 per merchant) & \$200 for Music. The DDA should be able to recoup a majority of the funds expended based on the fact we will be collecting for the tickets. A recommendation is included.

## **2. Façade Program revisions - Discussion/Action**

Explanation: MEDC has changed part of the Façade Program process to include an additional step that will require another set of drawings and update project cost figures from UPEA. Based on the MEDC change I will need approval to spend an amount not to exceed \$3750 with UPEA. The change in process will streamline the remainder of the application. Recommendation is included.

### **PROJECT UPDATES-**

- Overhead sign lighting – Rapid Electric completed some doing additional adjustments to the lights Ed is meeting with Curtis Servant on May 5<sup>th</sup> to discuss progress and options.
- Banner replacement: The City will install the banners by May 15<sup>th</sup> unless there is an issue.
- Website update – The website will go live on May 2nd.
- Escanaba Market Place – DDA will present to the Planning Commission and public hearing on May 8th

**VARIOUS OTHER ISSUES :**  
**GENERAL PUBLIC COMMENT**  
**BOARD/STAFF COMMENTS**  
**ANNOUNCEMENTS :**  
**ADJOURNMENT**

The Escanaba Downtown Development Authority will provide all necessary, reasonable aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting to individuals with disabilities at the meeting/hearing upon five days notice to the Downtown Development Authority. Individuals with disabilities requiring auxiliary aids or services should contact the Downtown Development Authority by writing or calling (906) 789-8696

Respectfully Submitted,

Sue Parker, Chairperson