



Downtown Development Authority
Board

MEETING AGENDA

December 4, 2013

Downtown Development Authority Board Members

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

Administration

***Ed Legault
Judy Schroeder***

Escanaba City Hall, Council Chambers, 410 Ludington Street, Escanaba, MI 4982
December 4, 2013

CALL TO ORDER

ROLL CALL

APPROVAL/CORRECTION(S) TO MINUTES – Approval of November 6, 2013 board meeting minutes.

APPROVAL/ADJUSTMENTS TO THE AGENDA

CONFLICT OF INTEREST DECLARATION

TREASURER'S REPORT: Request approval to pay invoice #0981 for \$2189.00 (Christmas Garland)

OLD BUSINESS/UNFINISHED BUSINESS:

1. 2013-2014 Facade Project Request for Proposals- Discussion/Action

Explanation: DDA Administration provided an update regarding the and the Building and Facilities Committee will make a final recommendation resulting from the scoring of the proposals asking for Conceptual Level Design and Preliminary Constructing Estimates for the Escanaba/DDA Facade Project 2013-2014, as well as provide an update from the additional interview and negotiations with UPEA on November 13th.

NEW BUSINESS:

1. 2014 Downtown Development Authority Meeting Schedule

Explanation: DDA Meeting Schedule for 2014. January meeting scheduled the second Wednesday of the month based on New Year's holiday.

2. Election of DDA Officers

Explanation: The DDA Board needs to elect new officers for the 2014 calendar year.

PROJECT UPDATES-

- Energy Audits - Submitted 5 additional Nov. 21st, completed 10
- Overhead sign lighting - Still waiting on lights, update forthcoming
- Snowplowing Bids: Accepted bid from Mr. Chapman for services
- Banner replacement: Seasonal design to be presented by "Sign-UP".
- Website update - cost recovery update
- Christmas schedule update – Christmas Parade December 6th

VARIOUS OTHER ISSUES : “Black Friday on Tuesday”, Holiday Tree Lighting, DDA
Computer repairs

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