



Downtown Development Authority Board  
**MEETING MINUTES**

May 7, 2014, at 7:30 am

Administration  
Edward Legault  
Judy Schroeder

*Downtown Development Authority Trustees*

Sue Parker, Chairperson  
Dan Bender, Vice Chair  
Andy Crispigna, Treasurer  
Mitch Taylor, Trustee  
Mary Finlan, Trustee

James O'Toole, Trustee  
Marc Tall, Trustee  
Tara Deno, Trustee  
Jeff Slagstad

**Catherine Bonifas Civic Center**

**225 North 21st Street, Escanaba, MI 49829**

**OFFICIAL PROCEEDINGS**

**ESCANABA DDA**

**CITY OF ESCANABA, MICHIGAN**

**Regular Board Meeting**

**May 7, 2014**

**Call To Order:**

The meeting was called to order by Chairperson Sue Parker at 7:30 a.m.

**Roll Call:**

Chairperson Sue Parker, Vice Chair Dan Bender and Trustees Tall, Deno, O'Toole, Slagstad, Finlan, Taylor and Treasurer Andy Crispigna.

**APPROVAL/CORRECTION(S) TO MINUTES**

***Trustee Tall moved to approve the minutes of April 16, 2014 as presented, seconded by Trustee Taylor. Motion carried.***

**APPROVAL/ADJUSTMENTS TO THE AGENDA**

***Vice-Chair Bender moved to approve the agenda as published, 2nd by Trustee Tall. Motion Carried.***

**CONFLICT OF INTEREST DECLARATION**

None

## **TREASURER'S REPORT**

Fund Balance is at \$226,642.03. Payables as usual.

***Motion to approve Treasurer's Report Trustee Tall, 2nd by Trustee O'Toole. Motion carried.***

## **OLD BUSINESS/UNFINISHED BUSINESS:**

### **1. State Bank Sign**

Cory Kuchenburg of the State Bank approached the DDA asking if the DDA 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. DDA administration made the recommendation to purchase the sign and assume all other expenses related to the sign.

***After a brief discussion relating to expenses, leases, refacing and maintenance, a motion was made not to purchase the sign by Trustee Tall, 2nd by Trustee Deno. Roll Call vote as follows:***

Trustee Tall	Yes	Trustee Slagstad	Yes
Trustee Deno	Yes	Trustee O'Toole	Yes
Trustee Taylor	Yes	Treasurer Crispigna	Yes
Trustee Finlan	No	V. C. Bender	Yes
Chair Parker	No		

## **NEW BUSINESS:**

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

DDA Administration asked for approval of funds to purchase Rib's for Rib Fest. (Approximately \$1800 or \$300 per merchant), \$300 for Music and \$400 Misc. 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 motion to granting approval for purchase of meat (ribs) in the amount of \$1,800 , \$300 for music and \$400 misc by Trustee Tall, 2nd by Trustee Taylor. Motion carried.***

### **2. Façade Program Revisions**

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 changes DDA Administration asked for approval to spend an

amount not to exceed \$3750 with UPEA. The change in process will streamline the remainder of the application.

***A motion was made by Trustee O'Toole to approve additional funding not to exceed \$3,750 for preliminary drawings provided it be rolled into soft costs of each participating building. 2nd by Trustee Tall. Motion carried.***

## **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** - None

**GENERAL PUBLIC COMMENT** - None

**BOARD/STAFF COMMENTS** - None

**ANNOUNCEMENTS** - None

**ADJOURNMENT:** 8: 32 a.m.

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