



Downtown Development Authority
Board

MEETING AGENDA

June 11th, 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 City Hall, Council Chambers 410 Ludington Street, Escanaba, MI 4982

June 11th, 2014 7:30am

CALL TO ORDER

ROLL CALL

APPROVAL/CORRECTION(S) TO MINUTES – Approval of May 7th, 2014 minutes

APPROVAL/ADJUSTMENTS TO THE AGENDA

CONFLICT OF INTEREST DECLARATION

TREASURER'S REPORT

OLD BUSINESS/UNFINISHED BUSINESS:

None

NEW BUSINESS:

1. DDA Executive Director Legault 6 Month Review - Discussion/Action

Explanation: As part of the Executive Director Legault's offer, a 6 month review was one of the terms. As part of the performance review the Board would give consideration to bring the Director's Salary at par to his last position or an increase in salary. A copy of the term letter for the Executive Director is attached.

2. 2013 – 2014 Budget Admendments - Discussion/Action

Explanation: Annually the DDA goes through an exercise to true up the budget. Any line items that have become over the original forecast will need to be increased for the budget close process. Individual line items that fall into this category have been included for your review. A recommendation will be sent under separate cover prior to the meeting.

PROJECT UPDATES-

- Overhead sign lighting – Rapid Electric completed some doing additional adjustments to the lights Ed is meeting with Curtis Servant on May 5th to discuss progress and options.
- Façade Program – We will look to have all of the feedback from Jessica Flores and questions from the MEDC incorporated into the drawings by June 13th. Will look to get CUPPAD to again, start our application process.
- Ribfest – Event went well, but will be debriefing the Chefs regarding the event and I have some lessons learned that we will incorporate into our future events.
- Website update – The website is live and we are working on content.
- Escanaba Market Place – DDA will be working on the grant application process the week of June 9th. We have feedback from Jessica Flores that we were waiting for.
- Property Acquisition Update – will be given during meeting

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