



Downtown Development Authority
Board

MEETING AGENDA

August 25, 2016 8:00 a.m.

Downtown Development Authority Board Members

Sue Parker, Chairperson	James O'Toole, Trustee
Andy Crispigna, Treasurer	Dan Bender, Vice Chair
Marc Tall, Trustee	Jolee Hughes, Trustee
Mary Finlan, Trustee	Mark Ammel, Trustee
Vacant, Trustee	

Administration

Ed Legault

Judy Schroeder

[Escanaba City Hall, Council Chambers, 410 Ludington Street, Escanaba, MI 49829](#)

[August 25, 2016, 8:00 a.m.](#)

CALL TO ORDER

ROLL CALL

APPROVAL/CORRECTION(S) TO MINUTES – Approval of July 28, 2016 minutes

APPROVAL/ADJUSTMENTS TO THE AGENDA

CONFLICT OF INTEREST DECLARATION

TREASURER'S REPORT

OLD BUSINESS/UNFINISHED BUSINESS:

1. Downtown Parking Lot Lease Opportunity – Discussion/Approval

Explanation: The City of Escanaba had leased a parking lot from UPCO that is at the corner of 19th Street and 1st Avenue North. The details of the lease that expired on 12/31/15 have been included in your packet, as well as a picture of the lot. DDA Administration was approached by the City Administration to see if the DDA has any interest in the lot. It would be a low cost lease, but then the DDA would be responsible for all costs of up keep and snow removal.

NEW BUSINESS:

1. Market Place Property Tax Liability – Discussion/Approval

Explanation: The Escanaba Market Place Properties purchased from Dagenais Enterprises are not tax exempted based on the Summer Tax Roll. The properties needed to be coded as Tax Exempt by 12/31/15 to be tax exempt from 2016 Summer Tax. The properties will be tax

exempt going forward. DDA Administration is asking for approval to pay the Summer Tax bill of \$2511.17 to the City of Escanaba.

2. Escanaba Fan Club Request – Discussion/Approval

Explanation: Rusty Bluse on behalf of the Escanaba Fan Club, made a request to see if the DDA would be willing to gift some of the cement benches to the fan club for the permanent use at the athletic field. Mr. Bluse will make the request to the Board in person at our meeting.

PROJECT UPDATES:

- **Escanaba Market Place Project** – We had a first project work meeting on 8/18 with IMS and Polzin & Assoc. at the site. We reviewed the newly marked property lines and went through an issues list. The group was able to iron out issues of conflict and come to an agreement on what is needed to be updated. Barry Polzin sent revised work plans to IMS on 8/22. IMS sent out their activity schedule and have started ground work at the site. We should see progress this week.
- **Façade Projects** – Three of the façade projects have started the construction phase & have had their project closing session. (Dubord, Bugay & Grandmark LLC.) The next ones to go to closing will be Jim’s Music and then Greg Martenson.
- **DDA Parking Lot Projects** – As of August 24th the following four lots: 701 1st Ave North, 816 1st Ave South, 714 1st Avenue South & 1010 1st Avenue South have been sealed and stripped. The lots look very nice and we were also able to identify vehicles that had been left stranded and had those towed.
- **Blighted Buildings** – Blaine Degrave provided an update to DDA Administration that the building owner, Caleb Hayes has contracted with Randy Viau to complete repairs to the building. City Administration will review the plans to make sure the necessary repairs will be sufficient to revive the building at 910 Ludington Street.
- **Ludington Street Repairs** – Repairs on Ludington Street are coming to a close. The comments that DDA Administration has received have been very positive regarding the project.
- **Jen Tucker, DEQ Representative** – Jen will be making a visit to the DDA office on 8/25 to discuss possible ways her programs can assist the DDA projects as we move forward.

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 or escanabadda@att.net.

Respectfully Submitted,

Sue Parker, Chairperson