



Downtown Development Authority Board

MEETING MINUTES

July 27, 2017 at 8:00 am

Administration
Edward Legault
Judy Schroeder

Downtown Development Authority Trustees

Sue Parker, Chairperson	Patrick Jordon, Trustee
Dan Bender, Vice Chair	Marc Tall, Trustee
Andy Crispigna, Treasurer	Vacant
Mark Ammel, Trustee	Vacant
Mary Finlan, Trustee	

Escanaba City Hall, 410 Ludington Street, Escanaba, Michigan

OFFICIAL PROCEEDINGS
ESCANABA DDA
CITY OF ESCANABA, MICHIGAN
Regular Board Meeting
July 27, 2017

Call To Order:

The meeting was called to order by Chairperson Sue Parker at the City Council Chambers at 8:00 a.m..

Roll Call:

Chairperson Sue Parker, Trustees Finlan, Tall, Jordon and V. C. Bender.
Absent Trustee Ammel and Treasurer Crispigna.

Lisa Wrate, architect, and Jenny Lancour.

APPROVAL/CORRECTION(S) TO MINUTES

Trustee Tall moved to approve the minutes of June 22, 2017, 2nd by V.C. Bender.
Motion Carried.

APPROVAL/ADJUSTMENTS TO THE AGENDA

Motion to approve the agenda by V.C. Bender, 2nd by Trustee Finlan.
Motion carried.

CONFLICT OF INTEREST DECLARATION

None

TREASURER'S REPORT

Payables as usual. Fund balance adjusted balance \$165,110.23

Treasurer's report approved by Trustee Tall, 2nd by V.C. Bender. Motion carried.

Public Hearing: None

OLD BUSINESS/UNFINISHED BUSINESS:

None

NEW BUSINESS:

None

PROJECT UPDATES:

- **Escanaba Market Place Project** – The project is complete with the exception of a couple of small changes that are being completed as we speak. The appliances have been delivered and installed in the kitchen. All of the tables and chairs have been delivered and unpackaged so they are ready for use. The Playground area remains in a holding pattern at this point. Kim Peterson let DDA Administration know that the DNR has finally reviewed the plans and have sent back many questions that will have to be answered and sent back to them. Once we have approval from the DNR to proceed it will take 4-6 weeks for the installation. DDA Administration has worked with Delta Force on a security strategy for the Market Place. Everything should be installed within the next 4 weeks. The DDA hosted a Public Grand opening on July 29th from 3-6 pm. The Event had music by RPM and we provided a snack & soft drink. This allowed visitors to take a rest while attending Sidewalk Sales.
- **Active Façade Projects** – The final touches were completed on Jim's Music and Greg Martenson's building. Raymond James/Family Eye Care is completed and only needs a walk through by Lisa Wrate. A more detailed update was provided by Lisa at the meeting.
- **2017- 2018 Façade Projects** – Lisa Wrate has met with all of the project owners and has completed historical research on each building including pictures. She has

been in the process of physical inspections of the buildings and initial drawings. DDA Administration will be having an update meeting with Lisa the beginning of August to review the projects. DDA Administration is looking to invite Jun Tucker from the MEDC to attend that meeting as well. Lisa will provide a more detailed update for the meeting.

- **Blighted Buildings** – Blaine Degrave informed DDA Administration has heard from the owner's and they said they are no longer having anything to do with the property. They are walking away from the situation. Blaine is moving forward with the condemnation process.
- **Sidewalk Sales** – DDA Administration is working closely with the Downtown Partners in Business on the final details for the day. DDA Administration is working with some vendors that will take spots downtown to fill more space during the event. Saturday will be a very busy day for the DDA Administration as we will have Farmer's Market, Sidewalk Sales & the Market Place event to end the day.

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