



Downtown Development Authority
Board

MEETING AGENDA

July 28, 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](#)

[July 28, 2016, 8:00 a.m.](#)

CALL TO ORDER

ROLL CALL

APPROVAL/CORRECTION(S) TO MINUTES – Approval of June 23, 2016 minutes

APPROVAL/ADJUSTMENTS TO THE AGENDA

CONFLICT OF INTEREST DECLARATION

TREASURER'S REPORT – No Financial Report Due to Fiscal Year Close of Books

OLD BUSINESS/UNFINISHED BUSINESS:

NONE

NEW 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.

PROJECT UPDATES:

- **Escanaba Market Place Project** – The project expects to start construction the week of August 1st. Industrial Maintenance Services is scheduled to receive the building permit

from the Delta County on August 1. They are finalizing their construction schedule and will be recommending a date for a ground breaking ceremony. The DDA will be able to finalize the last property acquisition on August 1st for the Ness Property.

- **Façade Projects** – The Chuck Dubord Façade project has been in the construction phase for about 10 days. City Administration held a project closing document session for Dubord's project. All contracts between the construction company and the Owner were signed and all monies due for the project were accounted for. The other projects will be going through a similar session lead by City Administration soon. Jody Bugay's project was re-bid and received multiple bids this time.
- **DDA Parking Lot Projects** – DDA Administration did a walk through with Phil Arnt of Arnt Asphalt Sealing Company. Phil stated that many of our lots need more than sealing and the cost to fix them would be higher than our budget based on the repairs. I had Phil give estimates on the some of the lots that were in need of the least repair and could be sealed. I asked Bill Farrell to compare the cost to strip the lots and he said that if the City did the striping it would be the same cost. I will be having Arnt move forward to seal & strip the following four lots: 701 1st Ave North, 816 1st Ave South, 714 1st Avenue South & 1010 1st Avenue South.
- **Blighted Buildings** – Blaine Degrave will provide the latest update at the Board Meeting regarding the inspection of 910 Ludington Street.
- **Rib Fest** – DDA Administration will be handing out a final all-in financial report for Rib Fest at our board Meeting.
- **Ludington Street Repairs** – Repairs on Ludington Street are starting with the Cross Walks this week from 3rd to 9th Streets. The Cross Walks should be completed around August 15th. Milling will start about August 16th, with paving to start around August 23rd. The City will put out information regarding any restrictions during the paving part of the project.

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