



Downtown Development Authority  
Board

**MEETING AGENDA**

**June 22, 2017 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        | Vacant, Trustee        |
| Mary Finlan, Trustee      | Mark Ammel, Trustee    |
| Vacant, Trustee           |                        |

***Administration***

***Ed Legault***

***Judy Schroeder***

Escanaba Market Place, 1501 Ludington Street, Escanaba, MI 49829

June 22, 2017, 8:00 a.m.

CALL TO ORDER

ROLL CALL

APPROVAL/CORRECTION(S) TO MINUTES – Approval of May 25, 2017 minutes

APPROVAL/ADJUSTMENTS TO THE AGENDA

CONFLICT OF INTEREST DECLARATION

TREASURER'S REPORT

**OLD BUSINESS/UNFINISHED BUSINESS:**

**None**

**NEW BUSINESS:**

**1. Sidewalk Sales Event Sponsorship Request – Discussion/Approval**

Explanation: DDA Administration received an event sponsorship request from the Downtown Partners in Business for Sidewalk Sales Days on July 29<sup>th</sup>. The request is for \$1000 to assist with their advertising of the event. DDA Administration is recommending approval of the request & the \$1000 is in the budget earmarked for the event.

**2. Jolee Hughes Resignation – Discussion/Approval**

Explanation: DDA Administration received Trustee Hughes letter of resignation from the DDA Board due to conflicting commitments with other Boards and work. DDA Administration recommends accepting Jolee's resignation.

## PROJECT UPDATES:

- **Escanaba Market Place Project** – The project is nearing completion! IMS has a few items on the list to finalize and a couple of small findings that are being reviewed with Barry Polzin. The project will be in a position to remove the construction fencing on Friday, June 23<sup>rd</sup>. The remaining items to be completed are sodding the grass area. The provider couldn't get to the sod on the farm do to wet conditions. They are going to try to cut the sod on June 19<sup>th</sup> for installation this week. I have met with both residential neighbors regarding fencing and have solved their concerns. IMS made a change in Project managers this past week. Andy LaPointe no longer works for IMS & he has been replaced by Dan Occhietti. Dan will be attending the DDA Meeting on June 22 that will be held at the Market Place. The ribbon cutting ceremony will take place at noon on Friday July 14<sup>th</sup>. DDA Administration is working details for the ceremony.
- **Active Façade Projects** – After receiving approval to make changes from the original project plans for the Ludington Grill, they have decided to pull out of the process. We met with the owner multiple times regarding his implementation and were very surprised by his decision. Raymond James/Family Eye Care are within days of be completed. The Martenson & Jim's Music project have experienced some scheduling issues. Lisa Wrate is meeting with FA Industrial on the afternoon of June 19<sup>th</sup> to finalize the project schedule. Lisa will provide a further update at the Board 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.
- **Blighted Buildings** – Blaine Degrave informed DDA Administration has heard from the owner's attorney that he is no longer representing the building owner. Blaine is moving forward with the condemnation process.

## 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