



Downtown Development Authority  
Board

**MEETING AGENDA**

**June 23, 2016, 12:15 pm**

***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

June 23, 2016, 12:15 p.m.

CALL TO ORDER

ROLL CALL

APPROVAL/CORRECTION(S) TO MINUTES – Approval of May 26 & June 9, 2016 minutes

APPROVAL/ADJUSTMENTS TO THE AGENDA

CONFLICT OF INTEREST DECLARATION

TREASURER'S REPORT

**OLD BUSINESS/UNFINISHED BUSINESS:**

NONE

**NEW BUSINESS:**

**1. Downtown Business Partners Event Support Request – Discussion/Approval**

Explanation: The Escanaba Downtown Business Partners have requested \$1000 dollars to support advertising and promotion of Sidewalk Sales Day on July 22<sup>nd</sup>, 2016.

**PROJECT UPDATES:**

- **Escanaba Market Place Project** – The term agreement was received from the MEDC for the Community Development Block Grant. City Administration signed and returned the agreement the week of June 15<sup>th</sup>. CDBG's Greg West said that the final term approval would take place shortly and we can't incur any costs that have not been approved. Last week we did receive approval to close on the Market Place properties

from the MEDC based on our request. We expect the final approval this week from the MEDC.

- **Façade Projects** – The signed and executed Grant Agreement has been sent back to the City. The date on the agreement is June 20<sup>th</sup>. Based on this document the Façade projects can start incurring cost against the grant based on the June 20<sup>th</sup> date. Lisa Wrate issued bid documents from the 4 projects that were ready to move forward and bids were due on June 17<sup>th</sup>. Jeff LaFave was the only contractor to provide bids. He also is looking to send a bid on a 4<sup>th</sup> project. City Administration gave Lisa Wrate a few contractors that might be interested. She will be in Escanaba this week to discuss next steps on each project.
- **Redevelopment Ready Communities Activities** – The City Administration will be looking to continue to eliminate processes that the RRC committee had asked the City to review as part of the RRC application. The City's Master Plan continues to move forward and will be worked through the Planning commission.
- **Blighted Buildings** – City Administration has been in communication with Randy Viau regarding the inspection of 910 Ludington Street. Mr. Viau was not able to gain entry into the building based on an incorrect key. He did an external review at this point, but is waiting to get into the building based on his last conversation with City Administration.
- **Rib Fest** – The winner of Ribfest 2016 was Crispigna's in a close vote. The Delona Restaurant & the Escanaba Country Club finished in second & third separated by one vote. We took in \$2133 in receipts for the event. The DDA's net investment in the project was \$717. We received very good public comments at the DDA regarding the event.

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](mailto:escanabadda@att.net).

Respectfully Submitted,

Sue Parker, Chairperson