



Downtown Development Authority
Board
Special Board Meeting Minutes
June 9th, 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
Mark Ammel, Trustee	Vacant, Trustee
Mary Finlan, Trustee	

Administration

Ed Legault
Judy Schroeder

Escanaba City Hall, Council Chambers, 410 Ludington Street, Escanaba, MI 49829

June 9th 2016, 12:15 pm.

CALL TO ORDER

ROLL CALL: All in attendance with the exception of Trustee Ammel, excused. Also in attendance were City Controller Melissa Becotte and Robert Valentine, City Treasurer, Mr. Barry Polzin, Architect and Mr. Jon Gartland of IMS.

APPROVAL/ADJUSTMENTS TO THE AGENDA

Motion to approve the agenda as amended with the addition of Various Other Issues, General comment, Board/Staff Comments. Announcements and Adjournment by Trustee O'Toole. 2nd by Trustee Hughes. Motion Carried.

CONFLICT OF INTEREST DECLARATION - None

OLD BUSINESS/UNFINISHED BUSINESS:

None

1. Review of Bids Submitted for the Escanaba Market Place Project

DDA Administration led a discussion regarding the Escanaba Market Place Project. The discussion included the bids, project scope & amount of expenditures for the project. Barry Polzin attended the meeting to assist with questions regarding the project. A recommendation was given regarding the construction strategy for the Escanaba Market Place.

1) The initial construction phase will include the Base Bid, Alternative #2 (performance park section) & Alternative #3 (Set up for the Playground section)

2) The DDA Board accepts the bid from Industrial Maintenance Service (IMS) of \$1,018,476 for the Base Bid, Alternative #2 & Alternative #3 construction projects for the Escanaba Market Place.

3) The DDA Board approves an increase in the Escanaba Market Place construction budget from \$900,000 to \$1,100,000.

4) The DDA Board authorizes Administration to solicit a third party loan in the amount of \$150,000 to supplement the additional construction costs. The loan would run the same term as the internal City of Escanaba loan (10 years). **This was the first recommendation upon which there was no action only discussion.**

After a lengthy discussion regarding the construction expenses vs. the DDA Fund Balance, a motion was made to proceed with the following:

1) The initial construction phase which includes the Base Bid, Alternative #2 (performance park section) & Alternative #3 (Set up for the Playground section)

2) The DDA Board accepts the bid from Industrial Maintenance Service (IMS) of \$1,018,476 for the Base Bid, Alternative #2 & Alternative #3 construction projects for the Escanaba Market Place.

3) The DDA Board approves an increase in the Escanaba Market Place construction budget from \$900,000 to \$1,100,000. by Trustee Finlan, 2nd by Jolee Hughes. Roll Call: Ayes 6, Nays 1 and Trustee Ammel Absent. Motion Carries.

Item #4, third party loan was removed from the construction strategy.

There is still a \$6,000 deficit which will be covered under a budget amendment in the future.

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