



Downtown Development Authority  
Board

**MEETING AGENDA**

**November 17, 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

November 17, 2016, 8:00 a.m.

CALL TO ORDER

ROLL CALL

APPROVAL/CORRECTION(S) TO MINUTES – Approval of October 27, 2016 minutes

APPROVAL/ADJUSTMENTS TO THE AGENDA

CONFLICT OF INTEREST DECLARATION

TREASURER'S REPORT

**OLD BUSINESS/UNFINISHED BUSINESS:**

**None**

**NEW BUSINESS:**

**1. DTPIB Event Sponsorship Request – Discussion/Approval**

Explanation: The Downtown Partners in Business is requesting the DDA's support in the amount of \$3500 for Advertising Assistance and Limo/Data Bus expenses for their Christmas Promotions. The request is in your packet for review.

**2. 2017 DDA Board Meeting Dates – Discussion/Approval**

Explanation: DDA Administration has set the meeting dates on the Fourth Thursday of the month at 8:00 am during the 2017 calendar year. Requesting the Board's approval of the 2017 schedule. (Jan 26, Feb 23, Mar 23, Apr 27, May 25, June 22, July 27, Aug 24, Sep 28, Oct 26, Nov 16, Dec 28)

## PROJECT UPDATES:

- **Escanaba Market Place Project** – Both Andy Lapointe from IMS and Barry Polzin will be attending our meeting to give updates on the project. They will show the progress to date and estimate the amount of work that can be completed during December. They will also review the work that will remain for spring. DDA Administration hand out a financial document detailing our budget for the project and where we stand to date financially.
- **Façade Projects** –Paint removal at Jim’s Music will be starting soon. FA Industrial Services has been working on the Greg Martenson project. The most current update to the facades from Lisa Wrate will be handed out at the meeting and Lisa will be joining the meeting in person.
- **Blighted Buildings** – Blaine Degrave gave an update that Caleb Hayes, (Owner of 910 Ludington) is seeking bids for two options: Building corrections to restore the building and bids for demolition costs to tear down the building. The contractors have been extremely busy and have not completed a bid for repairs or demolition. Blaine explained their might be monies for demolition if the building is donated to the City/DDA., but they didn’t seem happy with that scenario.
- **Ludington Street Repairs** – Repairs on Ludington Street are completed. DDA Administration asked the City Controller if all of the costs for the repairs were in. The costs were in with the exception of the striping. We had budgeted \$160,000 and the costs for our repairs are at \$66,000 prior to the striping costs. We should get a sizable amount back into our budget.
- **Deferred Loan Program draft** – DDA Administration was unable to complete the draft for the November meeting due to other priorities. The item will be added to the December Agenda.
- **Christmas Activities** – The garland to decorate Ludington has been installed and will be turned on at the same time the Tree is lit on November 22<sup>nd</sup>. Black Friday on Tuesday will take place on November 22<sup>nd</sup>. Details are being finalized by the Downtown Partners in Business for the Season. DDA Administration talked to the team members regarding the Pasty Drop and everything is in motion for the event. We will actively promote the event and activities for New Year’s Eve.

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