Downtown Development Authority
Board
MEETING AGENDA

February 22, 2018 8:00 a.m.

Escanaba City Hall, 420 Ludington Street, Escanaba, MI 49829
February 22, 2018, 8:00 a.m.

CALL TO ORDER
ROLL CALL
APPROVAL/CORRECTION(S) TO MINUTES – Approval of January 25, 2018 minutes
APPROVAL/ADJUSTMENTS TO THE AGENDA
CONFLICT OF INTEREST DECLARATION
TREASURER'S REPORT:

OLD BUSINESS/UNFINISHED BUSINESS:

None

NEW BUSINESS:

1. Downtown Patrols – Discussion/Approval

Explanation: DDA Administration shared the DDA's vision of having Downtown Patrols during the summer months with Public Safety Director Robert LaMarche. Mr. LaMarche will share some ideas with the Board that could allow the DDA to get the Downtown presence we want at a lower price than we have paid in the past. Current budget for Downtown Patrols is set at $10,000 for the 2018 – 2019 budget cycle.

2. Repairs & Maintenance of the Welcome to Escanaba Signs – Discussion/Approval

Explanation: The 3 "Welcome" signs are in need of repairs and preventative maintenance to provide the desired effect for our visitors coming into Escanaba. Meiers Signs sent an estimate to do the repairs and maintenance for the 3 signs at $2,667.60.

PROJECT UPDATES:

- **Active Façade Projects** – The closeout process public hearing during the City Council meeting scheduled by the Certified Grant Administrator, Peter Van Steen took place on Feb. 15th. There weren't any public comments made during the session. This would be one of the final steps to close out the grant process for this group.

- **2017- 2018 Façade Projects** – DDA Administration, City Administration & Lisa Wrate will be meeting with Jen Tucker of the MEDC on Feb. 28th to review the projects and process for the grants for this group of façade projects. Jen Tucker has the draft Façade drawings and has sharing them with the rest of the MEDC team. She did share there looks to be some changes with the grant process for the upcoming year, but they have not been completely formalized by the MEDC. After the meeting with administration we will look to meet with the building owners to kick off the process for their projects.

- **Blighted Buildings** – Blaine Degrave informed DDA Administration he is continuing to work through the condemnation process on 910 Ludington. A request to formally move forward with the condemnation process was made to the City Council at the Feb. 15th meeting by Mr. DeGrave. The Council gave the approval to move forward with the condemnation procedures.

- **Approval process to join the DDA Board** – The City Council had previously made some decisions regarding the eligibility for someone to be appointed to the DDA Board. The criteria were more stringent than the criteria listed in the State of Michigan Act regarding Downtown Development Authorities. DDA Administration made a request to the City Manager to mirror the State published criteria as the City Council reviews candidates applying to become a DDA Board Member. The City Council added this item to the agenda at the Feb. 15th meeting. They had discussion and decided to table it until the March 1st meeting to further review the information prior to making a decision.

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