



Downtown Development Authority
Board

MEETING AGENDA

March 24, 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	Tara Deno, Trustee
Mitch Taylor, Trustee	Jolee Hughes, Trustee
Mary Finlan, Trustee	

Administration

Ed Legault

Judy Schroeder

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

March 24, 2016, 12:15 p.m.

CALL TO ORDER

ROLL CALL

APPROVAL/CORRECTION(S) TO MINUTES – Approval of February 25, 2016 minutes

APPROVAL/ADJUSTMENTS TO THE AGENDA

CONFLICT OF INTEREST DECLARATION

TREASURER'S REPORT

OLD BUSINESS/UNFINISHED BUSINESS:

None

NEW BUSINESS:

1. 2016 Façade Program Applications – Discussion

Explanation: DDA Administration has started taking applications for the 2016 Façade Program. Applications will be taken through April 30th, 2016. The construction process for this group will be in 2017. We will be able to engage the MEDC for the 2016 group after the grants on the current Facades are in process.

PROJECT UPDATES:

- **Escanaba Market Place Project** – DDA Administration met with Greg West & Julie Gardner of the MEDC on March 18th to discuss open issues with the project and questions regarding process. The meetings were helpful and have identified some gaps in our timeline. A revised timeline is being created and will be reviewed at the March Board Meeting. DDA Administration is working with Barry Polzin to break out pieces of the project so we can do a phase I and then subsequent phase to complete our vision. We

expect a letter from Greg West stating the project can start incurring costs for construction A&E work by March 21.

- **Façade Projects** – March 17th the City Council gave their support to go ahead and submit the final part of the grant application to the MEDC. There was also a public hearing prior to their vote. No public comment on the issue. Once we get the final response from the MEDC, which should be in the next two weeks, we can submit the projects for bids. The bid drawings on three of the projects that were first in line are at 75% complete. Lisa Wrate will be ready to release the bids, when we get approval from the MEDC.
- **Redevelopment Ready Communities Activities** – The City Council approved a new Public Participation Plan on March 3rd. City Administration sent the plan to the MEDC for their review. We will be working on some of the final requirements over the next few months and should be on our way to the RRC certification.
- **Redevelopment Projects (House of Ludington)** – The House of Ludington Project didn't get funded by the State based on the January Submission. They will be re-applying with the State on April 1, 2016. They will have a better point total this time around based on a couple of different categories.
- **Blighted Building Purchase Program** – The DDA Administration has put this initiative on hold for the 2016-2017 budget year based on budget constraints from major projects. The DDA Administration will act on buildings that remain in poor shape through complaints forwarded to the City.
- **Business Session for the Downtown Business Owners** – I still need to do additional canvassing with businesses that didn't attend to get additional feedback. I have been tied up trying to finalize the Façade Application & the Market Place Application. I will summarize the feedback and add to the April meeting agenda for discussion.

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