



Downtown Development Authority Board

MEETING MINUTES

May 6, 2015 at 7:30 am

Administration
Edward Legault
Judy Schroeder

Downtown Development Authority Trustees

Sue Parker, Chairperson
Dan Bender, Vice Chair
Andy Crispigna, Treasurer
Mitch Taylor, Trustee
Mary Finlan, Trustee

James O'Toole, Trustee
Marc Tall, Trustee
Tara Deno, Trustee
Jeff Slagstad, Trustee

Civic Center, 225 N 21st Street, Escanaba, MI 49829

**OFFICIAL PROCEEDINGS
ESCANABA DDA
CITY OF ESCANABA, MICHIGAN
Regular Board Meeting
May 6, 2015**

Call To Order:

The meeting was called to order by Chairperson Sue Parker at 7:30 a.m. at the Civic Center, 225 N. 21st Street, Escanaba, MI. 49829

Roll Call:

Chairperson Sue Parker, Vice Chair Dan Bender, Treasurer Andy Crispigna and Trustees Tall, Finlan, O'Toole and Slagstad.

Also present was Jenny Lancour of the Daily Press and Charles Huntwork.

Absent: Trustees Taylor and Deno

APPROVAL/CORRECTION(S) TO MINUTES

V.C. Bender moved to approve the minutes of April 1, 2015 as presented, seconded by Treasurer Crispigna. Motion carried.

APPROVAL/ADJUSTMENTS TO THE AGENDA

Treasurer Crispigna moved to approve the agenda as published, 2nd by V.C. Bender. Motion Carried.

CONFLICT OF INTEREST DECLARATION

None

TREASURER'S REPORT

Fund Balance is at \$289,938.03. Payables as usual.

Motion to accept Treasurer's Report by V.C. Bender, 2nd by Trustee Finlan. Motion Carried.

Public Hearing:

None

OLD BUSINESS/UNFINISHED BUSINESS:

1. RFP for Parking Lot Enhancements

Administration provided a copy of the RFP for the Historical theme signs for the DDA controlled parking lots. After a review of the proposal, a motion was made for approval of the RFP for the signage and installation at the parking lots.

Trustee O'Toole motioned to approve the proposal as presented to be dispersed to the various vendors, 2nd by Trustee Finlan. Motion carried.

NEW BUSINESS:

1. Rib Fest May 29th 4:00 pm to 7:00pm

Funds were approved to purchase Rib's (Approximately \$1800 or \$300 per merchant), \$375 for music & \$250 for a tent.

Crispigna. Motion carried. A motion to approve the funding for Ribfest made by Trustee Finlan, 2nd by Trustee. Motion carried.

2. Façade Program Revisions

The Façade renderings & work plans will need to be updated as building owners are looking to add projects to their original Façade plan that might be considered as part of their project match. Based on these revisions, new information will need to be part of the application for the businesses. DDA Administration requested an additional amount not to exceed \$5000 for the new work by UPEA.

A motion was made by Trustee O'Toole to approve an amount not to exceed \$5000 for the additional renderings needed, 2nd by V. C. Bender. Motion Carried.

PROJECT UPDATES-

- Website & Face book – We started working with RKCom Design on April 7th we had some delays getting access to the old information. We have been able to get moving forward and several of the pages for the new site are completed. We expect to go live with the new site by June 1.
- Escanaba's Low to Moderate Income Status – Everything is completed and our status has been updated by the state.
- Redevelopment Ready Communities Activities – May 20th @ 6:00 pm Joint Council/Board meeting

VARIOUS OTHER ISSUES - None

GENERAL PUBLIC COMMENT – Citizen Charles Huntwork presented a possible project to the Board. The proposal was a viewing dock where visitors could view ships.

BOARD/STAFF COMMENTS - None

ANNOUNCEMENTS : - None

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

Respectfully Submitted,

Sue Parker, Chairperson