



Downtown Development Authority Board

MEETING MINUTES

April 26,, 2018 at 8:00 am

Administration

Edward Legault

Judy Schroeder

Downtown Development Authority Trustees

Sue Parker, Chairperson

Dan Bender, Vice Chair

Andy Crispigna, Treasurer

Mark Ammel, Trustee

Mary Finlan, Trustee

Patrick Jordan, Trustee

Marc Tall, Trustee

Eric Swanson

Vacant

Escanaba City Hall Council Chambers, 410 Ludington Street, Escanaba, Michigan

OFFICIAL PROCEEDINGS

ESCANABA DDA

CITY OF ESCANABA, MICHIGAN

Regular Board Meeting

April 26, 2018

Call To Order:

The meeting was called to order by Chairperson Sue Parker at City Hall, 410 Ludington at 8:00 a.m..

Roll Call:

Chairperson Sue Parker, V.C. Bender and Trustees Jordan, Tall, Finlan, Swanson and Treasurer Crispigna. Trustee Ammel excused.

Jenny Lancour of the Daily Press.

APPROVAL/CORRECTION(S) TO MINUTES

Trustee Tall moved to approve the minutes of March 22, 2018, 2nd by V.C. Bender. Motion Carried.

APPROVAL/ADJUSTMENTS TO THE AGENDA

Motion to approve the agenda by V.C. Bender, 2nd by Trustee Tall. Motion Carried.

CONFLICT OF INTEREST DECLARATION - None

TREASURER'S REPORT

Payables as usual. Fund Balance at \$246,081.72.

Treasurer's report approved by V.C. Bender, 2nd by Trustee Finlan. Motion carried.

Public Hearing: None

OLD BUSINESS/UNFINISHED BUSINESS:

None

NEW BUSINESS:

1. Market Place Event Usage

DDA Administration is seeking Board approval to allow the DDA Executive Director to authorize usage at the Escanaba Market Place by Not For Profit organizations in exchange for promotional/sponsorship for the event. The event would have to be a non-fundraiser public event for a non-profit that is not politically sensitive to any group of citizens. The Not For Profit organization would still need to cleanup & provide insurance for the event. After brief discussion this matter was referred to a committee of board members to review the current fees and bring a recommendation back to the board. a meeting time will be scheduled.

PROJECT UPDATES:

- **2017- 2018 Façade Projects** – DDA Administration talked with Jen Tucker of the MEDC regarding our projects this week. She will be sending a time sensitive document that the City Administration will fill out specific fields of information that she will need as part of her package of information she will present to the MEDC executive group for our Façade projects. Jen will be contacting Blaine Degrave regarding the form and to coordinate its return to her. This is the next step in the process. We hope to get a Letter of Interest from the MEDC after Jen's presentation.

- **Blighted Buildings** – Blaine Degrave informed DDA Administration he is continuing to work through the condemnation process on 910 Ludington. The Council gave the approval to move forward with the condemnation procedures, as well as to incur cost for remediation of any contamination associated with the demolition. The increased activity by the City has caused the building owner to finally respond with some activity. Blaine is moving forward in the process regardless of the owner's actions at this point.
- **Zoning Board Of Appeals** – The ZBA will be meeting on Tuesday, April 24th at 6:00 pm at City Hall to review the Planning Commission's decision regarding the WODA Group's request to build a 50,768 sq. ft. 4 story multi-family building at the old Ford Garage location located at 1401 –1419 Ludington Street. DDA Administration would expect the appeal to be approved by the ZBA based on the fact the Planning Commission asked the WODA Group to go back and make changes to their plans at their first session with the Planning Commission. Then when the WODA Group came back to share the revised plans with the Planning Commission that met all of their requests, the commission turned the project down. DDA Administration will be attending the meeting and will update the Board on Thursday.
- **Escanaba Downtown Clean Up** – The “Esky Clean Up” Board did a press release for the event explaining how to join the event and the progress that has been made the past few years. The event will take place on Saturday May 19th from 10:00 am – Noon. The Escanaba Market Place will be the staging area to pick up tools for the clean-up activities. After the Clean Up, a “Thank you“ event will be held at the Market Place with food, refreshments & great prizes. DDA Administration will be doing some promotion with the media for the event.
- **Market Place Playground** – Things are falling into place regarding the playground. The DNR finally blessed the plans and vendor for the playground equipment. The City Council at the April 19th meeting approved the awarded contract for the playground design and build to Penchura of Manistique, MI. for a total sum of \$84,679. The estimated completion is July 4th, 2018, but are pushing for June 30th. DDA Administration met with Kim Peterson at the Market Place to finalize the color selection of the playground equipment. The color will be the Brown that matches the Market place trim and a blue accent.

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