



Downtown Development Authority Board
MEETING MINUTES

August 23, 2018 at 8:00 am

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

Administration
Edward Legault
Judy Schroeder

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

OFFICIAL PROCEEDINGS
ESCANABA DDA
CITY OF ESCANABA, MICHIGAN
Regular Board Meeting
August 23, 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, Swanson, and Treasurer Crispigna.
Excused Trustees Finlan and Ammel

APPROVAL/CORRECTION(S) TO MINUTES

Trustee Tall moved to approve the minutes of June 28, 2018, 2nd by V.C. Bender. Motion Carried. * No minutes published for July 26, 2018 meeting cancelled due to lack of agenda.

APPROVAL/ADJUSTMENTS TO THE AGENDA

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

CONFLICT OF INTEREST DECLARATION - None

TREASURER'S REPORT

Payables as usual. Fund Balance at May 31, 2018 \$224,456.61

Treasurer's report approved by Trustee Jordan, 2nd Trustee Tall. Motion carried.

Public Hearing: None

OLD BUSINESS/UNFINISHED BUSINESS:

None

NEW BUSINESS:

1. Participation in the Michigan Main Street Program – Discussion/Approval

DDA Administration attended the Michigan Main Street Basic Training session held in Sault St. Marie July 17-18 of 2018. City Administration also attended the training. There have been changes to the program that is intended to position the program as an additional benefit for communities that have DDA's and are certified as a Redevelopment Ready Community. A recommendation was included in your packet with some additional information regarding the program.

1) The Michigan Main Street Program has been modified to work in tandem with communities that are certified as a Redevelopment Ready Community and have Downtown Development Authorities. There are additional benefits and technical assistance that would be available to our community through this program.

2) The program would encourage us to engage a much wider group of stakeholders as we look to do long-term planning and create our next vision for the future of our downtown.

3) Start with participation in the Michigan Main Street Program "engaged level" of participation. This will allow us 1-3 years to complete the many steps in the process to move the select level of the program. There will be a lot of data mining as part of the process.

After brief discussion, it was decided to initiate a discussion with the Downtown Partners (business owners and staff) to get their opinion before we do anything further.

PROJECT UPDATES:

- **2017- 2018 Façade Projects** – The MEDC informed the City that we can go ahead and work through the RFP process to select a Certified Grant Administrator. We ended up with two candidates applying for our project. Peter Van Steen had the better point total based on our criteria and has been awarded the position. His fee will be paid 100% by the state. Peter has been working with City Administration on the final application process for the Facades. The preliminary awards have been sent by the state to the City. We are working through some issues that have come up on the application process at this point. But we continue to make steady progress.
- **Blighted Buildings** – 910 Ludington has been torn down. The City is still working with the property owner regarding the costs of the demolition. It is possible that property could get surrendered to the City as part of an agreement.
- **Market Place Playground** –DDA Administration received an update from Kim Peterson that the equipment has been received and she is waiting for a final install date from the company.
- **Escanaba Market Place Updates**– The activity at the Farmer’s Market has been at a record level. We have never had more vendors signed up in any season. We have also seen a large number of people patronizing the Market. DDA Administration has had a few people contact us regarding use of the Market Place. Information has been sent to them so they can review with their stakeholders of their events. The wedding that was scheduled in September has been postponed due to a health issue. They will follow up with us next year based on the situation.

VARIOUS OTHER ISSUES:

GENERAL PUBLIC COMMENT:

BOARD/STAFF COMMENTS:

ANNOUNCEMENTS:

ADJOURNMENT:

Respectfully Submitted,

Sue Parker, Chairperson

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.