



Downtown Development Authority  
Board  
**MEETING AGENDA**

**September 20, 2018 8:00 a.m.**

***Downtown Development Authority Board Members***

Sue Parker, Chairperson	Patrick Jordan, Trustee
Andy Crispigna, Treasurer	Dan Bender, Vice Chair
Marc Tall, Trustee	Eric Swanson, Trustee
Mary Finlan, Trustee	Vacant, Trustee
Mark Ammel, Trustee	

***Administration***

***Ed Legault***

***Judy Schroeder***

Escanaba City Hall, 420 Ludington Street, Escanaba, MI 49829

September 20, 2018, 8:00 a.m.

**CALL TO ORDER**

**ROLL CALL**

**APPROVAL/CORRECTION(S) TO MINUTES** – Approval of August 23, 2018 minutes

**APPROVAL/ADJUSTMENTS TO THE AGENDA**

**CONFLICT OF INTEREST DECLARATION**

**TREASURER'S REPORT:** Both June & July's financials are included in the packet. July is only partially completed at this point.

**OLD BUSINESS/UNFINISHED BUSINESS:**

**None**

**NEW BUSINESS:**

**1. Sponsorship Request for the 2018 Christmas Parade – Discussion/Approval**

Explanation: DDA Administration received a Sponsorship Request for the 2018 Christmas Parade. The parade will take place on Friday, December 1<sup>st</sup> 2018 and the theme is a 906 Christmas. The DDA has sponsored the event annually and is part of our budget. A recommendation is included in your packet with some additional information regarding the program.

**PROJECT UPDATES:**

- **2017- 2018 Façade Projects** – The MEDC informed the City that we can go ahead with architectural activities associated with the bid process. In the past, this activity would

occur after the grant amount was closed. Requiring this step adds time to the process, but ensures the projects are properly funded. Lisa Wrate is working with the business owners on this right now. Once the process is completed it will be sent to the MEDC for their final approval and grant award. The project would be able to start after that final approval.

- **Market Place Playground** –DDA Administration received an update from Kim Peterson that the playground equipment will start being installed by Penchura on September 18<sup>th</sup>. They will take about 4 days to install the equipment. After the equipment is installed, the matting will be installed on the playground.
- **Escanaba Market Place Updates**– The City started repairs on the cross walk on the corner of 15<sup>th</sup> & Ludington Streets on September 13th. It appears the cements work has been completed as of September 18<sup>th</sup>.
- **Center Court Roof Repairs** – S&G Roofing completed the repairs on the roof. DDA Administration did a visual inspection of the repairs and everything looks very good. The project came in on target. The last half of the payment will be turned in for \$9000.

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](mailto:escanabadda@att.net).

Respectfully Submitted,

Sue Parker, Chairperson