



Downtown Development Authority Board
MEETING MINUTES

September 20, 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
September 20, 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, Ammel, Swanson, and Treasurer Crispigna.

Excused Trustees Finlan and Tall. Also in attendance was Rebecca Bender of the Canterbury Book Store

APPROVAL/CORRECTION(S) TO MINUTES

Treasurer Crispigna moved to approve the minutes of August 23, 2018, 2nd by Trustee Swanson. Motion Carried.

APPROVAL/ADJUSTMENTS TO THE AGENDA

Motion to approve the agenda by Treasurer Crispigna, 2nd by Trustee Jordan. Motion Carried.

CONFLICT OF INTEREST DECLARATION - None

TREASURER'S REPORT

Payables as usual. Fund Balance at 211,471.89

Treasurer's report approved by Trustee Swanson, 2nd Trustee Ammel. Motion carried.

Public Hearing: None

OLD BUSINESS/UNFINISHED BUSINESS:

None

NEW BUSINESS:

1. Sponsorship Request for the 2018 Christmas Parade

DDA Administration received a Sponsorship Request for the 2018 Christmas Parade. The parade will take place on Friday, December 1st 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.

A motion was made to grant the Sponsorship Request for the 2018 Christmas Parade in the amount of \$1000 by Trustee Jordan, 2nd by Treasurer Crispigna. Motion Carried.

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 18th. 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 15th & Ludington Streets on September 13th. It appears the cements work has been completed as of September 18th.
- **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: Rebecca Bender requested the board research the possibility of placing an electric charging station at 908 Ludington. Mrs. Bender was informed that there was a charging station at the Meier's Store location and that if she wished to have a charging station at her business location, it could be a personnel business initiative.

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.