



Downtown Development Authority
Board

MEETING AGENDA

October 24, 2019 8:00 a.m.

Downtown Development Authority Board Members

Dan Bender, Chairman

Eric Swanson, Vice Chair

Andy Crispigna, Treasurer

Marc Tall, Trustee

Mark Ammel, Trustee

Patrick Jordan, Trustee

Curt Spaulding, Trustee

Pat Baribeau, Trustee

Peggy Berg, Trustee

Administration

Ed Legault

Judy Schroeder

Escanaba City Hall Council Chambers, 410 Ludington Street, Escanaba, MI 49829

October 24, 2019, 8:00 a.m.

CALL TO ORDER

ROLL CALL

APPROVAL/CORRECTION(S) TO MINUTES – Approval of September 19, 2019 minutes

APPROVAL/ADJUSTMENTS TO THE AGENDA

CONFLICT OF INTEREST DECLARATION

TREASURER'S REPORT:

OLD BUSINESS/UNFINISHED BUSINESS:

1. Discussion regarding the DDA's future goals:

Explanation: The DDA Board will continue work started at the September 4th & October 16th work sessions to discuss the short and long-term goals for the DDA. Discussion, Actions

NEW BUSINESS:

1. DDA 2020 Board Meeting Schedule:

Explanation: The DDA Administration is seeking Board Approval of the 2020 Board Meeting Schedule. The dates are: Jan. 23, Feb. 27, Mar. 26, May 28, June 25, July 23, Aug. 27, Sept. 24, Oct. 22, Nov 26, and Dec. 17. Discussion, Approval

2. Downtown Partners in Business Sponsorship Request:

Explanation: The DDA Administration is seeking Board Approval for the Downtown Partners in Business sponsorship request for Christmas Seasonal Advertising for events. Discussion, Approval

3. Renewal of Center Court & Parking Lot Leases with the City:

Explanation: The DDA Administration is seeking Board Approval of the leases for both Center Court & the Downtown Parking Lots. Discussion, Approval

4. DDA Executive Director's Performance Review (Closed Session):

Explanation: The DDA Board will provide the Executive Director with feedback regarding past performance and vision for the future. Discussion, Approval

PROJECT UPDATES:

- **2017- 2018 Façade Projects** – The MEDC's final commitment agreement for the Façade Grants has been received by the City of Escanaba. Final meetings for the business owners are scheduled for next week. The final contracts with the owners and contractors will be signed. The projects can now incur costs. Total budget for the projects is \$996,144.80, with the grant making up \$492,545.00 of the total.
- **Farmer's Market** – DDA Administration will be closing the Escanaba Farmer's Market after the last session on Wednesday October 30th. The Market Place has had the irrigation system winterized a few weeks ago. The request to the City has been received to winterize the Market Place after October 30th. The request to shut off the water has been sent and is scheduled.
- **Waterfront Development Site & RFQ** – Proxima Development is gearing up to start their work processes for the North Shore project. The Delta County Chamber building will be utilized as a construction site for Proxima after the Chamber removes the rest of their belongings from the building shortly.
- **Tree Lighting at Center Court** – The Tree Lighting at Center Court will take place on November 26th at 7:00 pm. This will be the same time as the "Black Friday on Tuesday" shopping event downtown.

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,

Dan Bender, Chairman