



Downtown Development Authority
Board

MEETING AGENDA

February 27, 2020 8:00 a.m.

Downtown Development Authority Board Members

Dan Bender, Chairman

Eric Swanson, Vice Chair

Patricia Baribeau, Treasurer

Marc Tall, Trustee

Mark Ammel, Trustee

Patrick Jordan, Trustee

Curt Spaulding, Trustee

Andy Crispigna, Trustee

Peggy Berg, Trustee

Administration

Vacant Executive Director

Judy Schroeder

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

February 27, 2020, 8:00 a.m.

CALL TO ORDER

ROLL CALL

APPROVAL/CORRECTION(S) TO MINUTES – Approval of January 23, 2020 minutes

APPROVAL/ADJUSTMENTS TO THE AGENDA

CONFLICT OF INTEREST DECLARATION

TREASURER'S REPORT:

OLD BUSINESS/UNFINISHED BUSINESS:

1. Discussion regarding Center Court lease:

Explanation: The DDA Board will discuss the situation with Center Court repairs and lease with the City of Escanaba. Discussion, Actions

2. Update regarding progress for the DDA Executive Director Job Search:

Explanation: The DDA Board will get an update from the search committee regarding the candidate search to fill the vacant Executive Director position. Discussion, Actions

NEW BUSINESS:

1. Event Sponsorship Request from the Radio Results Network:

Explanation: DDA Administration received a sponsorship request to support the RRN Little Black Box Block Party on July 24, 2020. Discussion, Approval.

2. Stipend for Assistant Director for additional responsibilities during job search:

Explanation: The DDA Board will discuss revised compensation for the Assistant Director while they take on extra responsibility within the organization during the Executive Director job search. Discussion, Approval.

3. Adding Part-Time Custodian to the DDA Team:

Explanation: The DDA Administration is requesting board approval to add help for maintenance activities for Center Court & The Escanaba Market Place. The assistance would allow the administration staff to focus on other pressing activities. Discussion, Approval.

PROJECT UPDATES:

- **Revised Façade Grant from the MEDC** – DDA Administration had a chance to discuss any updated status to the possible implementation of a new program based on the trial from 2019 by the MEDC. It looks like the changes to the executive staff at the MEDC will serve as a delay for this program and it will not be available in the short-term. Any new Façade plans will be like the last few rounds, utilizing a Community Development Block Grant. Our current projects are in process and near construction.
- **Market Place Kitchen Enhancement Project** – The committee has requested MDARD to complete a plan review of the Center Court kitchen. This will serve as a check that our plans will achieve our desired certification. The committee should be ready to start spending funds for equipment & construction shortly.

VARIOUS OTHER ISSUES:

GENERAL PUBLIC COMMENT:

BOARD/STAFF COMMENTS:

BOARD/STAFF TRAINING UPDATES:

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