



Downtown Development Authority Board  
**MEETING AGENDA**

**January 9, 2013, at 7:30 am**

*Administration*

Judy Schroeder  
Colleen Simons

*Downtown Development Authority  
Trustees*

Sue Parker, Chairperson	Leo Evans, Trustee
Charles Chapman, Vice Chair	Matt Sviland, Trustee
Amy Hubert, Treasurer	Jim O'Toole, Trustee
Dan Bender, Trustee	Tara Deno, Trustee

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

January 9, 2013

**CALL TO ORDER**

**ROLL CALL**

**APPROVAL/CORRECTION(S) MINUTES - Regular Meeting Minutes – December 5, 2012**

**APPROVAL/ADJUSTMENTS TO THE AGENDA**

**CONFLICT OF INTEREST DECLARATION**

**TREASURER'S REPORT -**

- A. Administration requests permission to pay invoice #1966 to UP Cars.com in the amount of \$1,000.00.
- B. Administration requests permission to pay invoice #4873 to Rapid Electric in the amount of \$3,439.00
- C. Administration requests permission to pay invoice #304105 to DSTech in the amount of \$2,500.00

**PUBLIC HEARING**

None

**UNFINISHED BUSINESS**

1. **Farmer's Market Proposals** – The Building and Facilities Committee met to review the eight proposals submitted to the DDA office. The committee will make its recommendation to the board regarding the selection of the firm chosen to design the Farmer's Market facility.

## **NEW BUSINESS**

1. **Certified Local Government/Historic District Ordinance** –On November 11, 2012, the Escanaba City Council adopted the final report and recommendations of the Historic District Study Committee. As recommended in the report, the Council is requesting that the DDA investigate the feasibility of applying for Certified Local Government Status as an additional tool for advancing historic preservation in the downtown district.
2. **Goals and Objectives** - Under Section 2. General Rules in the Downtown Development Authority Rules of Procedure, item 2.7 states: “During the first regular scheduled meeting of the new calendar year the Board shall develop a set of goals and objectives for accomplishing during the upcoming calendar year. During this same meeting the Board shall review its past year’s performance against the goals and objectives from that year. A report shall be provided to the City Council.”

### **PROJECT UPDATES** - Update of Six Short-Term Priorities

**Facades** – Preparing a list of new façade applicants and documentation needed for application in 2013.

**Weather Optimization** – Much research was conducted and meetings held with local professionals. There is no recommendation at this time.

**Streetscape Stephenson to Sixth Street** – Staff is currently preparing to hold public input meetings to choose a design concept that works for the downtown.

**National Historic Register** – See above recommendation.

**Infrastructure Replacement Plan** - Staff has met with local department heads to discuss the feasibility of this priority.

### **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.

Respectfully Submitted

Sue Parker, Chair

