



Downtown Development Authority
Board

MEETING AGENDA

February 28, 2019 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	Vacant, Trustee
Mark Ammel, Trustee	Vacant, Trustee
Eric Swanson, Trustee	

Administration

Ed Legault

Judy Schroeder

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

February 28, 2019, 8:00 a.m.

CALL TO ORDER

ROLL CALL

APPROVAL/CORRECTION(S) TO MINUTES – Approval of January 24, 2019 minutes

APPROVAL/ADJUSTMENTS TO THE AGENDA

CONFLICT OF INTEREST DECLARATION

TREASURER'S REPORT:

OLD BUSINESS/UNFINISHED BUSINESS:

None

NEW BUSINESS:

1. Escanaba Market Place Kitchen Enhancement

Explanation: DDA Administration will review some information and timelines for the proposed project to upgrade the kitchen at the Market Place. Information will be presented to the Board based on information from the committee and subject matter experts that have participated in pulling together information for the project. Discussion, Approval.

PROJECT UPDATES:

- **2017- 2018 Façade Projects** – Lisa Wrate, Peter Van Steen, City and DDA Administration met with the MEDC contact recently to review time frames and next steps. We were able to put down a timeline that should get the application completed prior to the expiration date on the original letter of interest from the MEDC for the projects. If

need be, a request for an extension of time can be made. All of the projects have looked to increase the scope of their projects. The meeting has everyone on the same page.

- **Downtown Clean Up** – The Board for the Clean Up event is being updated due to some resignations from the previous Board. A meeting will be held shortly to discuss this year's event that will be Saturday, May 18th. The Escanaba Market place will be used to stage the event. The Escanaba DDA will be listed as a sponsor for the event based on the use of the Market Place.
- **1601 Ludington Street is approved for Obsolete Property Rehabilitation Exemption** – The City Council adopted a resolution to approve the owner of 1601 Ludington Street application for Obsolete Property Rehabilitation Exemption at the February 21st session.
- **Cost of Snow Removal** – Based on the amount of snow fall in the month of January & February the budgeted amount for snow removal is in jeopardy. DDA Administration will look to see where we are after the month of February.

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,

Sue Parker, Chairperson