



**Marquette Downtown Development Authority  
Meeting Minutes for March 14, 2024**

**Call to Order**

A meeting of the Marquette Downtown Development Authority (MDDA) Board of Directors was held on Thursday March 14, 2024, at the Marquette Commons. The meeting was called to order by Board President N. Durley-Rust at 8:01 a.m. with Directors L. Rowland, K. Kovacs, M. Weinrick, P. Sala., and A. Clark.

Absent: M. Morrison, R. Caron, R. Stern

P. Sala made a motion to approve absences of M. Morrison, R. Caron, and R. Stern. L. Rowland seconded; motion passed.

Others in attendance were Sean Hobbins-Marquette Assistant City Manager, Michael Bradford-DDA Business Outreach & Promotions Director, Jodi Lanciani-DDA Operations Director, and Brian Shier-Farmers Market Manager.

**Agenda**

L. Rowland made a motion to approve the agenda. P. Sala seconded; motion passed.

**Public Comment** – None.

**Consent Agenda**

K. Kovacs made a motion to approve the consent agenda with the minutes from 2/8/2024, bills for approval 2/1/2024-2/29/2024, and financial reports as of 2/29/2024. P. Sala seconded; motion passed.

<b>Accident Fund</b>	396.00	<b>Incredible Bank</b>	8,011.50
<b>American Welding &amp; Gas Inc</b>	39.52	<b>Jesse Wright</b>	282.00
<b>Aramark</b>	255.58	<b>Lake Superior Press</b>	797.65
<b>Baraga Telephone Company</b>	4.99	<b>Marquette Monthly</b>	315.00
<b>Blue Cross Blue Shield</b>	129.94	<b>Midway Rentals</b>	82.00
<b>Board of Light &amp; Power</b>	2,629.21	<b>Mining Journal</b>	168.00
<b>C. Pesola LLC</b>	1,850.00	<b>Mission North, LLC</b>	1,540.00
<b>Capital One Commercial</b>	452.75	<b>North Country Disposal</b>	455.00
<b>Card Connect</b>	1.25	<b>Otis Elevator</b>	1,015.38
<b>Cardmember Service</b>	1,374.02	<b>Peninsula Fiber Network LLC</b>	343.06
<b>Carquest</b>	88.84	<b>Pitney Bowes</b>	200.00
<b>ChargePoint, Inc.</b>	727.70	<b>SEMCO</b>	409.32

<b>Charter Communications</b>	79.98	<b>Superior Hearing Aid Center Inc</b>	486.00
<b>Chesla &amp; Associates PC</b>	435.00	<b>Traffic &amp; Safety Control Systems Inc</b>	8,655.00
<b>City of Marquette</b>	8,991.12	<b>U.P. Kubota</b>	372.68
<b>Cook Sign Service</b>	598.73	<b>Uline</b>	349.24
<b>Curran &amp; Company</b>	662.49	<b>VSP Insurance Co.</b>	48.67
<b>Dalco</b>	181.67	<b>Western Michigan Health Ins.</b>	4,146.41
<b>Enright Excavating</b>	7,857.15	<b>Xerox Corporation</b>	351.49
<b>Getz's Department Store</b>	200.00	<b>Payroll &amp; Benefits</b>	72,631.98
<b>Heartland Services</b>	977.35	<b>Total</b>	128,593.67

## **New Business**

### **1. Queen City Half Marathon Event Support**

L. Rowland motioned to approve the event support request contingent on receipt of proof of insurance with DDA named as additional insured. A. Clark seconded; motion passed.

### **2. Sidewalk Repairs E. Main and S. Front**

P. Sala motioned to approve the Cross Construction quote for sidewalk paver removal and stamped concrete replacement in the amount of \$48,760, L. Rowland seconded; motion passed.

### **3. Façade Grant Update to Grant Amount**

L. Rowland motioned to adopt the updated matching façade improvement grant amount to \$7,500 for Façade Improvement Grant applications going forward, K. Kovac seconded; motion passed.

## **Committee Reports**

### **Parking Committee**

The committee discussed a parking ambassador program partnering with downtown businesses to assist parking customers with basic parking questions. In return, the DDA would give partnering businesses parking validation coupons for their customers. The committee discussed adding 5 discounted permits at the Pier Lot for employees. Further discussion will be needed as to whether these permits are first come first serve or application based. The committee also discussed the life of the Bluff Ramp and having an annual maintenance agreement with Ram Construction. This maintenance agreement will be proposed with our fiscal year 2025 budget.

### **Design and Maintenance Committee**

The committee reviewed the sidewalk quotes and façade grant increase via email and recommended these be brought to the board.

### **TIF Committee**

The committee members showed support at the City Commission meeting March 11, 2024. The commission voted to add Third St. to the DDA TIF district but modified TIF Plan #4 to extend only to 2036 to match the existing timeline of the plan approved in 2010, and the commission directed the city

staff to work with DDA staff to bring back a plan to the city commission to amend and extend the TIF plan to 2054 at which time a possible separate agreement between the city and DDA could be made concerning revenue sharing.

There was discussion that the TIF plan expiring in 2036 severely limits the DDA's ability to bond and accomplish larger projects.

There was discussion about reaching out to the public, particularly the senior population, to better educate about where DDA funds are spent, specifically the infrastructure improvements done by the DDA and to correct the misconception that the DDA focuses funds on events.

### **Director's Report**

In T. Laase-McKinney's absence, her notes were shared by J. Lanciani. T. Laase-McKinney thanked everyone who attended and spoke on behalf of the TIF plan. She would like to obtain TIF council for advice on moving forward, and our TIF consultant recommended this as well.

T. Laase-McKinney congratulated B. Shier for being named our new Farmers Market Manager and commented that he has hit the ground running.

Match on Main grants have reopened with a deadline of April 1.

Interviews for a new Administrative Assistant were held and the job will be offered soon.

### **Operation Director**

The Main St. Tower elevator repair should be complete this week. We were able to promote a seasonal maintenance staff to a full-time position. Maintenance staff is making plans for summer flowers and landscaping.

### **Business Development and Promotions Director**

M. Bradford provided an update about Restaurant Week. The Rosewood Walkway art installation RFPs are coming in. Blueberry Fest posters are coming in and guidelines have been updated to exclude AI generated posters. The Winter Lights Festival committee has been meeting to plan for December 2024.

### **Farmers Market Manager**

B. Shier is working on the vendor applications and the market maps. He is planning for a Christkindl Market in December and welcomed board member ideas.

### **Public Comment:**

Wes Pernsteiner of Ore Dock Brewing would like to see a report on parking revenue. He is concerned about the loss of the 2-hour free parking and asked if we are over-generating income. He would like to see 3<sup>rd</sup> St. become part of the parking system. Wes spoke about the impact of the weather on tourism.

He suggested the city allow temporary patios during the winter parking ban as he is seeing the need for this in our unusually warm winter. He commented on the City Commission TIF meeting and the general lack of understanding of where DDA funds are spent.

**Board Member Comment:**

M. Weinrick apologized for being late. He was glad TIF passed, with further work needing to be done. He welcomed Brian Shier as Farmers Market Manager.

A. Clark is excited for summer season.

P. Sala also congratulated Brian. She thanked the DDA for sharing information with businesses about the SBA disaster loans. She thanked Nichole for her comments at the TIF hearing.

L. Rowland congratulated Brian and is excited for summer

N. Durley-Rust congratulated Brian and encouraged him to reach out to FM subcommittee for any support he needs. She said the progress made on TIF was positive. She would like to see parking implemented on 3<sup>rd</sup> St. somehow as well. She liked the temporary patio idea during the parking ban.

K. Kovac mentioned that the clean up on 3<sup>rd</sup> St. that was mentioned at the City Commission meeting was of an area in a private business parking lot and not the DDA's responsibility.

The meeting was adjourned at 9:11 a.m.

Respectfully submitted,



Jodi Lanciani, Operations Director