Marquette Downtown Development Authority
Meeting Minutes for January 9, 2025

Call to Order
A meeting of the Marquette Downtown Development Authority (MDDA) Board of Directors was held on Thursday January 9, 2025, at the Marquette Commons. The meeting was called to order by Board Vice President R. Stern at 8:03 a.m. with Directors R. Caron, L. Rowland, C. Klecha, P. Sala and M. Weinrick present.

Absent: L. Rowland made a motion to approve the absences of C. Durley, A. Clark, and K. Kovacs, all of whom gave notice of their absence. P. Sala seconded; motion passed.

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

Agenda - M. Weinrick made a motion to approve the agenda. L. Rowland seconded; motion passed.

Public Comment – None

Consent Agenda - C. Klecha made a motion to approve the consent agenda with the minutes from December 12, 2024, bills for approval dated December 1, 2024 through December 31, 2024, and financial reports as of December 31, 2024. L. Rowland seconded; motion passed.

December Bills:

Alexandra Eisenberger	141.55	**Landmark Inn**	250.00
All About Services	22,500.00	**Marquette Wallpaper & Paint**	21.56
American Welding & Gas Inc	38.80	**Michigan Fair**	250.00
Blue Cross Blue Shield	102.86	**Michigan Muncipal League**	9,798.00
Board of Light & Power	2,080.69	**Mining Journal**	963.50
Boreal Collective	300.00	**Modern Drift LLC**	500.00
C. Pesola LLC	1,850.00	**Niik LLC**	2,000.00
Capital One Commercial	1,809.89	**North Country Disposal**	411.00
Card Connect	4.98	**Otis Elevator**	1,047.51
Cardmember Service	12,864.51	**Paul Olson**	400.00
Carol Papaleo Art UP Style	244.83	**Pomp's Tire Service**	293.08
Carquest	175.75	**Rock River Farm**	4,014.00
ChargePoint, Inc.	740.00	**SEMCO**	161.67

Charter Communications	79.98	**State of Michigan - DELEG**	180.25
Chesla & Associates PC	290.00	**Stericycle**	79.72
City of Marquette	1,699.01	**T2 Systems Canada Inc.**	1,900.00
Curran & Company	762.49	**Traffic & Safety Control**	950.00
Dalco	125.93	**Vestis**	390.96
Enright Excavating	8,571.43	**VSP Insurance Co.**	57.98
Flower Works LLC	250.00	**Western Michigan Health Ins.**	4,009.13
Getz's Department Store	1,465.96	**WLUC**	2,655.00
Heartland Services	1,115.48	**Xerox Corporation**	300.79
Heather Modehl	250.00	**Yooper Casual**	216.90
Independent Landscape	3,820.00	**Yooptone Music Store**	250.00
Integris	83.74	**Zach Yelle**	250.00
Jesse Wright	3,768.75	**Payroll & Benefits**	53,059.58
		Total	**$ 149,547.26**

New Business

Board Appointments: P. Sala nominated C. Durley for secretary, C. Klecha seconded; motion passed. R. Stern nominated M. Weinrick for treasurer, P. Sala seconded; motion passed. C. Klecha nominated P. Sala for vice chairperson, R. Stern seconded; motion passed. P. Sala nominated R. Stern for chairperson, L. Rowland seconded; motion passed.

Committee Assignments: R. Stern appointed L. Rowland to the executive committee.

Signatory Resolution – C. Klecha made a motion to approve the signatory resolution with signers R. Stern, M. Weinrick, C. Durley, T. Laase-McKinney, and J. Lanciani. L. Rowland seconded; motion passed.

Parking Management Agreement with Landing Development Group – Barry Polzin, of Landing Development Group, explained that the Brownfield agreement for their private parking lot contained a provision to provide 30 transient public spaces. These public spaces are currently being abused as people are parking there all day. His objective is to facilitate parking turnover through a paid system utilizing the Passport App managed by the DDA. P. Sala made a motion to approve the parking management agreement with Landing Development Group. C. Klecha seconded; motion passed.

Façade Improvement RAP Grants – The DDA was presented with an opportunity to work with Lake Superior Community Partnership on a county-wide façade grant through MEDC. This grant has a short turnaround time, but if approved, would cover half of the applicable façade costs, with the DDA to cover our standard maximum of $7,500 and the property owner to cover the rest of the project. T. Laase-McKinney reached out to local businesses, and three businesses were interested.

The project at 201 N. Front St. met the guidelines of the DDA Façade program and was approved by the Design and Maintenance Committee.

The project at 130 W. Baraga Ave. included vinyl siding which is not allowed in the DDA Façade Grant guidelines. The owners are in the process of getting estimates for a more suitable siding option; likely a wood composite with a 30-50 year warranty. The Design and Maintenance Committee reviewed their project and recommends approving their project contingent on an alternative siding material.

A third project was proposed for 816 N. Third St. Their plan is to re-paint the building and make it ADA accessible. They did not have their estimates ready in time for today's board meeting. The MEDC grant is due January 30, 2025. T. Laase-McKinney asked the DDA Board to consider having the Design and Maintenance Committee review the 816 N. Third St. project and provisionally approve it by January 28, 2025, with full board approval at the February 13, 2025 meeting.

Lake Superior Community Partnership would like to have three to five projects from each community to submit a strong grant to MEDC.

P. Sala made a motion to approve the 201 N. Front façade grant, L. Rowland seconded; motion passed.

P. Sala Made a motion to approve the façade grant for 130 W. Baraga contingent upon submission of an alternative siding material. L. Rowland seconded; motion passed.

P. Sala made a motion to allow the Design and Maintenance Committee to review and provisionally approve the 816 N. Third St. Project with final approval at the February DDA Board meeting. C. Klecha seconded; motion passed.

Change in March Board Meeting Date to March 20, 2025 – T. Laase-McKinney explained that she is not available for the original March meeting date and would like to be present for possible items for discussion concerning TIF Plan #5. She would like to move the meeting to March 20, 2025. Chairperson R. Stern said he will be out of town for March 20, 2025, but vice chairperson P. Sala is available. R. Lowland made the motion to move the March DDA Board Meeting to March 20, 2025. M. Weinrick seconded; motion passed.

Committee Reports: The TIF committee did not formally meet, but T. Laase-McKinney met with the city manager and assistant manager to discuss procedural details for forming a citizen council comprised of nine residents of the DDA district who would meet at least once to review TIF plan 5. The DDA will make efforts to form this committee. The DDA TIF consultant is working on the details of plan #5.

Executive Director's Report – The MEDC Match on Main grant recently opened, and details are available on the DDA website. This grant allows for a variety of projects, including indoor projects and activating outdoor spaces. It is a $25,000 grant with only a 10% match.

The Oscillation installation came down this past Monday. Overall, it was well received and was easy to maintain by our maintenance staff. The DDA received lots of positive feedback from the community.

Operations Director: The additional Bluff Ramp Reserved Permits will likely become available in February. Signs are ordered.

Business Development and Promotions Director: M. Bradford is planning for upcoming events. The committee will be meeting soon to discuss an industry newsletter specifically for businesses as well as Music on Third changes.

Farmers Market Manager – B. Shier is working on administrative items for next season.

Public Comment: Barry Polzin said the Vault Project is going out for bids. The first phase will be refurbishing the Savings Bank building. They plan to start in early March and potentially open the boutique hotel in the summer of 2026. The parking structure is a separate project, and the plan is to start that phase in the spring of 2026.

Board Member Comment: R. Caron shared a story from his travels over the holidays and how the frustrations of dealing with parking there helped him relate to tourists here. P. Sala is looking forward to being at all the board meetings. She had one restaurant owner ask about possible events during the slow time in January-April. L. Rowland is excited about the façade projects. C. Klecha thanked B. Polzin for being here. He's excited about the Match on Main project opening. M. Weinrick is looking forward to seeing the outcome of the RAP grant projects and he appreciates B. Polzin informing the board about the parking agreement and the plans for the Vault Project. R. Stern also thanked B. Polzin for the updates. He noted that snow needs to be pushed further off the Upper Bluff Ramp. He's looking forward to 2025 and thanked everyone who filled the board positions.

C. Klecha made a motion to adjourn., M. Weinrick seconded; motion carried.

The meeting adjourned at 9:00 am

Respectfully submitted,

Jodi Lanciani

Jodi Lanciani, Operation Director