MARQUETTE DOWNTOWN DEVELOPMENT AUTHORITY

Meeting Minutes
January 14, 2021

Call to Order: A Meeting of the Marquette Downtown Development Authority (MDDA) Board of Directors was held on Thursday December 10, 2020 virtually via Zoom. The Meeting was called to order by Chairperson T. Retaskie at 8:01 a.m. with Directors M. Angeli, N. Durley-Rust, J. Johnson, E. Kucharczyk, M. Morrison, and J. Ottaway.

There were no additions to the agenda. A motion was made to approve the agenda by M. Angeli and seconded by J. Johnson. Motion carried.

Public Comment: None

Consent Agenda: It was moved by M. Angeli and seconded by J. Ottaway to approve the Consent Agenda which includes the minutes from the December meeting, bills for approval for the period of December 3, 2020- January 6, 2021 and financial reports as of 12/31/2020.

906 Technologies	$49.95	Guindon Farms	$1,714.02
All Phase Electric	$84.97	Herbal Oasis Bodycare	$65.00
American Welding & Gas	$33.55	Heritage Farm	$347.20
AT & T	$353.98	Home Squirrel	$133.40
AT&T Mobility	$301.23	IPS Group	$2,379.93
Blue Cross Blue Shield	$827.46	Marquette Transmissions	$80.16
Board of Light & Power	$2,029.17	MML Liability Pool	$8,150.00
Borealis Baking Company	$445.00	Mighty Soil Farm	$705.00
C. Pesola LLC	$1,700.00	Mother Mary's Canning Co.	$196.00
Capital One Commercial	$493.64	Native Sister Soap	$342.20
Cardmember Service	$1,136.74	North Country Disposal	$132.00
Carquest	$33.33	Norway Springs Inc.	$17.90
ChargePoint, Inc.	$658.00	Pea Pickle Farm	$331.50
Chesla & Associates PC	$250.00	Peace Pie Co.	$956.00
City of Marquette	$216.66	Seeds and Spores Family Farm	$805.40
Clover Network Inc	$5.25	Shady Grove Farm	$80.50
College Laundry & Rental	$172.00	Shiitake Mushroom Co.	$143.50
Compudyne	$62.50	Signs Now	$1,686.50
Curran & Company	$520.00	Smith Construction	$6,671.43
Dalco	$115.29	SpOILed by OILs	$62.00
Davin's Chocolates	$31.00	Superior Culture	$49.00
Dead River Coffee	$17.50	Tonella Farms	$555.00
Dinosaur Jones	$35.00	UP North Roast	$25.00
Doozers	$628.00	Virgin Earth Farm	$297.00
Dust For You	$90.00	Wright Electric	$280.60

Ever Yielding Acres	$1,172.76	Xerox Corporation	$248.39
Freshwind Farms	$89.00	Yooper Sisters	$189.00
Full Plate Farm	$232.00	December Payroll	$35,397.00

Appointment of Officers and Standing Committees:
Officers were selected- J. Ottaway was nominated for the office of Chairperson first by J. Johnson and supported by M. Angeli. There were no other nominations and the board voted J. Ottaway into this position. J. Ottaway then took over the process of nominations. J. Johnson was nominated for the office of Vice Chair first by J. Ottaway and supported by T. Retaskie. There were no other nominations and the board voted J. Johnson into this position. N. Durley-Rust was nominated for the office of Secretary first by T. Retaskie and supported by J. Johnson. There were no other nominations and the board voted N. Durley-Rust into this position. M. Morrison was nominated for the office of Treasurer by M. Angeli but declined to accept the nomination. E. Kucharczyk was nominated for the office of Treasurer by R. Finco and supported by M. Angeli. There were no further nominations and the board voted E. Kucharczyk into this position.

Resolution for Bank Signatories- The current practice includes two signatures on all MDDA checks which consist of R. Finco and then one other officer of either the Chair, Treasurer, or Secretary. The Treasurer's signature is preferred. A motion was made to support this current practice by T. Retaskie and seconded by J. Johnson. This motion passed by roll call vote unanimously.

Standing Committees- E. Kucharczyk is interested in jumping into any committee and joined the Business Promotions and Development as did M. Morrison and N. Durley-Rust. Personnel committee will consist of the Chair, Treasurer and Director M. Angeli until his retirement. Parking committee remains the same with T. Retaskie, J. Johnson, and N. Durley-Rust. Design and Maintenance committee includes J. Ottaway and M. Morrison. Farmers Market committee will consist of M. Angeli, J. Johnson, and J. Ottaway.

New Business: Strategic Process- The city of Marquette is beginning the two-year strategic planning process and the MDDA is to identify the top three priorities they wish to include. R. Finco outlined those three as taken from our recently completed City of Marquette Downtown Plan as well as providing an update on goals/projects from the previous plans. Most initiatives from the past have been or are soon to be completed including Urban Landscaping, Streetscape Reconstruction (100 block of Washington St. project), and the Strategic Downtown Plan. The top three priorities identified were Branding + Wayfinding + Signage, Parking Management, and Third St. Improvements + Investment + TIF Expansion. Two other projects of concern were discussed which include Public Transit and the Marquette Commons. These projects were addressed as medium priority over the next two – four years and therefore would not be included in the top three. There were two projects not completed that were addressed as medium priority and would not be included in the MDDA recommendation as well. These two projects are Baraga Avenue Improvements and Market Analysis. T. Retaskie appreciated R. Finco prioritizing these projects and made a motion to approve the top three identified to recommend to the City as the MDDA's strategic plan wishes. E. Kucharczyk seconded this motion. There was further discussion with board members commenting that Third St. TIF expansion is a major priority and these top goals make sense since they were identified in our new City of Marquette Downtown Plan. M. Angeli stated the commission needs to complete this strategic planning process by way of the Charter by mid-June and then it will move into the Community Master Plan. The board approved the recommendation of the top three MDDA priorities with none opposed.

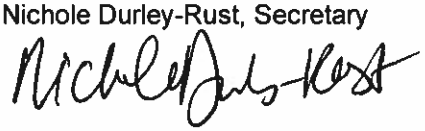
Committee Reports: Parking committee will set a meeting soon but the trial period is almost over for the new pay station in the N. Main St. lot. Its purchase price is $9500 with a monthly fee of $50. Its expected life span is seven-ten years with continued service the entire time and it is a Michigan company. Currently R. Finco is authorized to approve purchases at $5000 without board approval. Recently, the City of Marquette increased that level up to $10,000 for the City Manager. T. Retaskie made a motion to move R. Finco's purchase approval authority to $10,000 so it mirrors the City's practices. This motion was seconded by M. Morrison and the motion passed.

Directors Report: R. Finco stated the MDDA board still needs to fill its resident vacancy and we have one additional opening with J. Frost's term ending. There have been inquires amongst downtown business about summer events especially Blueberry Fest and planning could be pushed until late February to see what current state our city is in amidst the pandemic. There has been discussion to modify the fest to more "Covid safe" with

less outside vendors and more focus on the current businesses in the downtown. We also have to take into account the 100 block of Washington reconstruction as hopefully it is completed by mid-June. J. Ottaway commented that we should move forward with support of businesses in the district first before bringing in outside vendors. R. Finco announced the Governor's recent extension of the indoor dining ban lasting until February 1st and the MDDA will continue to support take-out.

Public Comment: None

Board Member Comment: M. Angeli commented that previous troublesome parking meters are now working and that City Hall is hosting a vaccine clinic for 65+ with hope it will go smoothly. T. Retaskie reminded the board that we need to schedule a TIF work session as soon as fill our two open positions if not sooner and that a number of director's terms have ended recently, and we should send recognition to them in some form. J. Johnson mentioned that some public had commented they would like to see more Christmas lights among the downtown during the holiday season. N. Durley-Rust expressed excitement to join the Business Promotions and Development committee with hopes to bring back events that are "Covid-safe". E. Kucharczyk is excited to get involved in his new roles on the board and that the second round of PPP is now available for eligible businesses. M. Morrison is also excited to be on the Business Promotions and Development committee and more forward with events. J. Ottaway thanked T. Retaskie for his years of service as Chairperson and is energized to see the enthusiasm from the current board.

With no further business the meeting was adjourned at 9:07 a.m.

Respectfully submitted,
Nichole Durley-Rust, Secretary