Marquette DDA
MARQUETTE DOWNTOWN DEVELOPMENT AUTHORITY

Marquette Downtown Development Authority
Meeting Minutes for February 9, 2023

Call to order: A meeting of the Marquette Downtown Development Authority (MDDA) Board of Directors was held on Thursday February 9, 2023, at the Marquette Commons. The meeting was called to order by the Nicole Durley-Rust at 8:02 a.m. with Directors A. Adan, K. Kovacs, M. Morrison, L. Rowland, P. Sala, R. Stern, and M. Weinrick present.

R. Coron was absent.

Others in attendance were Sean Hobbins-Marquette Assistant City Manager, Tara Laase-McKinney-DDA Executive Director, Jodi Lanciani-DDA Operations Director, and Michael Bradford, Business Outreach and Promotions Director.

M. Weinrick made a motion to approve the agenda with the addition of 136 W. Baraga Ave. driveway discussion. R. Stern seconded; motion passed.

K. Kovacs made a motion to approve the consent agenda which includes the minutes from January 12, 2023, bills for approval from January 1-January 31, 2023, and financial reports as of January 31, 2023. A. Adan seconded; motion passed.

906 Technologies	$ 186.25	Marketwurks	$ 1,300.00
American Welding & Gas Inc	$ 37.33	Marquette Monthly	$ 150.00
Aramark	$ 492.49	Marquette Wallpaper & Paint	$ 15.12
Blue Cross Blue Shield	$ 2,497.32	Michigan Downtown Association	$ 150.00
Board of Light & Power	$ 2,929.73	Midway Rentals	$ 89.00
Capital One Commercial	$ 344.59	Ms. Martha Fitzgerald	$ 250.00
Cardmember Service	$ 11,527.38	NMPSA	$ 280.00
Carquest	$ 116.54	North Country Disposal	$ 455.00
ChargePoint, Inc.	$ 690.00	Otis Elevator	$ 991.02
Charter Communications	$ 365.60	Peninsula Fiber Network LLC	$ 604.03
Chesla & Associates PC	$ 270.00	Pitney Bowes	$ 343.91
City of Marquette	$ 423.96	Range Telecommunication	$ 125.00
Class of 1965 MSHS	$ 50.00	SEMCO	$ 571.89
Curran & Company	$ 620.00	Seton	$ 1,404.82
Dalco	$ 81.93	Smith Construction	$ 6,142.86
Deborah Bengry	$ 50.00	T2 Systems Canada Inc.	$ 1,900.00
Fastenal	$ 51.07	TK Elevator	$ 870.11
Flores, Ivan	$ 4.00	Traffic & Safety Control Sytems Inc	$ 950.00
Getz's Department Store	$ 305.98	U.P. Kubota	$ 27.98
Heartland Services	$ 1,599.01	U.P. Sled Dog Association	$ 2,000.00
Integris	$ 75.25	Upaws	$ 250.00
Jesse Wright	$ 1,055.00	Vermeer Wisconsin	$89,684.45
Lake Superior Community Partnership	$ 350.00	WLUC	$ 8,100.00
Lake Superior Press	$ 1,230.25	Payroll/Benefits	$42,318.03
		TOTAL DISBURSEMENTS	$25,353.68

Public Comment: Nothing to report.

New Business

Ore Dock Brewing Event Support Request: T. Lasse-McKinney provided an update as presented in the board packet. It was decided to close Spring St. at noon rather than 5:00 p.m. to allow additional time for set up. A. Adan asked about creating a fund for large scale downtown events. T. Laase-McKinney stated it is on the list for discussion, but not in place yet.

L. Rowland made a motion to approve event request as presented. R. Stern seconded; motion passed.

OPRA Support Request: Charlie Holsworth and Josh Paquette provide an update about plans to build a boutique, 16-unit hotel, called Explore. They are also pursuing MEDC grant for up to $700K. They have secured 17 overnight parking spots as required by the city, with an additional 2 private spots. They are working with neighbor Kevin Thompson for shared garbage disposal. The estimated timeline for completion is late March 2024. The 5-7 years of OPRA was determined with support of MEDC. P. Sala asked about employee parking and C. Holsworth explained the one overnight spot will be sufficient, and other daytime staff will utilize DDA parking permits.

R. Stern made a motion to support the OPRA tax exemption for 5-7 years. A. Adan seconded; motion passed.

K. Kovacs made a motion to support the change of location of 136 W. Baraga Ave. parking lot entrance to Spring St., pending city approval. P. Sala seconded; motion passed.

Pay Station Software Upgrade: J. Lanciani provided an update about needing a software update for pay stations. This fee was not disclosed in initial contract. J. Lanciani requested to have the one machine by the Landmark Inn moved with no additional fee. P. Sala asked about the benefit of the software. J. Lanciani explained how the software is the communication between the DDA and the parking meters, collect data, track usage, etc. N. Durley-Rust asked to confirm a long-term contract to foresee any additional fees and lock-in rate. Currently there is no annual software fee. P. Sala asked if other companies are compatible with the pay stations. J. Lanciani suggested to postpone decision until spring to allow time to ask for clarification. No motion was made and item will be included in the March 2023 agenda.

SWP EV Station Agreement: T. Laase-McKinney provided an update as presented in the board packet. N. Durley-Rust asked if fees charged will cover maintenance costs, and T. Laase-McKinney explained they will. Kathleen Henry from SWP stated the charging station proceeds will come back to the DDA. A. Adan asked K. Henry about the grant and if there is potential for SWP to access additional grants. M. Weinrick asked if there are spacing requirements for charging stations. K. Henry stated the spaces were decided in partnership with Board of Light & Power, City of Marquette, DDA, and SWP. The Father Marquette location was determined because it aligns with goals of the Spark Grant that the City of Marquette applied for. T. Laase-McKinney stated the DDA has received multiple requests for faster charging stations in the downtown.

M. Weinrick made a motion to approve the lease of land between SWP and City of Marquette to be used for EV charging stations. P. Sala seconded; motion passed.

P. Sala made a motion to approve contract between SWP and DDA for operations and maintenance of EV charging stations, with potential for negotiation with the City for the Father Marquette. A. Adan seconded; motion passed.

Committee Reports:

Farmer's Market: L. Rowland and K. Kovacs provided an update. The committee discussed raising vendor fees for the season. There was an idea to move Wednesday Market to Washington St. to act in conjunction with downtown businesses and change hours from 5:00-8:00 p.m. instead of 4:00-7:00 p.m. This would require shutting down the 100 block of Washington St. around 3:00-4:00 p.m. M. Bradford will reach out to Downtown Eyecare about street closure. This change would require City approval and DDA board approval. N. Durley-Rust would like to wait and determine if the implementation of the social district drives foot traffic to the Wednesday Market. A. Adan suggested it be pitched as a pilot to test out locations. J. Lanciani asked if other businesses could have a booth during the Wednesday Market. The market may provide an opportunity for stores to stay open longer.

Business Development & Promotion: M. Bradford provided an update. UP200 events, Restaurant Week, and potential sponsorships. Blueberry Fest poster contest is returning. Potential to reinstate an Art Stroll during City of Marquette Art Week. M. Bradford will schedule a meeting for the Outreach & Promotions Committee. M. Bradford provided 2023 summer events sponsorship package. N. Durley-Rust suggested to add a smaller sponsorship option.

Design & Maintenance: T. Laase-McKinney provide an update. Nine businesses have submitted applications for Match on Main Grant. The DDA can select two businesses to move on to the MEDC.

TIF Committee: A. Adan provided an update from meeting. T. Laase-McKinney and M. Bradford will work on the TIF communications plan.

Director's Report: T. Laase-McKinney provided an update about Social Districts. She met with downtown businesses to talk about what to expect with Social District and will continue communications. Generally, the feedback has been positive from downtown businesses. The next step will be to hold a public meeting. It is expected to have a social district resolution vote next month.

Public Comment: Nothing to report.

Board Member Comment: A. Adan expressed thanks for sponsorship package, P. Sala expressed support of social district and thanked J. Lanciani for parking coupons. R. Stern suggested to not put salt in the back of new pickup truck.

The meeting was adjourned at 9:52 a.m.

Respectfully submitted,

Meagen Morrison

Meagen Morrison, Secretary