



Marquette Downtown Development Authority Meeting Minutes for March 9, 2023

Call to Order

A meeting of the Marquette Downtown Development Authority (MDDA) Board of Directors was held on Thursday March 9, 2023, at the Marquette Commons. The meeting was called to order by the Nicole Durley-Rust at 8:00 a.m. with Directors A. Adan, K. Kovacs, M. Morrison, L. Rowland, P. Sala, R. Coron and M. Weinrick present.

R. Stern was absent. L. Roland made the motion to excuse the absence. M. Weinrick seconded; motion passed.

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

M. Weinrick made a motion to approve the agenda as written. P. Sala seconded; motion passed.

Public Comment

Wes Pernsteiner of Ore Dock Brewing Company stated positive feedback about working with the DDA staff. He stated that the cost associated with moving the parking pay station during construction puts an undue burden on the business owner and suggested a way to cover those costs internally (DDA). He also stated strong support for expanding the DDA TIF District to include Third St.

Dave Stensaas of 530 Rock St. asked to consider a street closure between College Ave. and Ridge St. during the Music on Third St. events and to incorporate a street fair with vendor tents.

Consent Agenda

K. Kovacs made a motion to approve the consent agenda with the minutes from 2/9/23, bills for approval 2/1/23 – 2/28/23, and financial reports as of 2/28/23. M. Weinrick seconded; motion passed.

American Welding & Gas Inc	37.33	Kathleen Poindexter	366.00
Aramark	551.12	L. Naylor Design	1,180.00
Blue Cross Blue Shield	1,307.88	Lake Superior Community Partnership	1,250.00
Board of Light & Power	2,798.94	Marquette Embroidery & Lettering	53.50
C. Pesola LLC	3,400.00	Marquette Monthly	315.00
Capital One Commercial	133.54	Mission North, LLC	550.00
Cardmember Service	1,659.27	My North Media	1,145.00
Carquest	244.18	North Country Disposal	455.00
Charter Communications	365.60	ODP Business Solutions, LLC	720.71

Chesla & Associates PC	280.00	Sara Johnson	959.00
City of Marquette	45,386.58	SEMCO	803.96
Cook Sign Service	686.83	Smith Construction	6,142.86
Curran & Company	620.00	Staples	96.35
Dalco	69.06	T2 Systems Canada Inc.	1,900.00
Heartland Services	1,427.24	Traffic & Safety Control Systems Inc	950.00
Incredible Bank	9,567.25	Payroll/Benefits	38737.28
Integris	425.25	TOTAL DISBURSEMENTS	69,022.57
Johnson Telecommunications	62.50		

Presentation from Dave Stensaas, City of Marquette

D. Stensaas proposed removal of pole signs from the options for new signs in the “historic heart” of the Central Business District, and elsewhere, allowing signs only west of Fifth St. on W. Washington Street. There are currently six pole signs between the Seventh/Washington and Fifth/Washington intersections.

D. Stensaas proposed allowing buildings to have a height increase from 74’ to 84’, if the building includes residential units that are at least equal in area to the footprint of the building (meaning all of the residential units need to equal at least the “extra floor” that would be allowed if they are on multiple floors or one floor).

D. Stensaas proposed a Site Plan Review be conducted in accordance with Section 54.1402 of the City Land Development Code and Planning Commission Review be required when a new building construction totaling more than either 16,000 sq. ft in footprint area or 40,000 sq. ft in gross floor area, proposed to have more than 20 dwelling units or lodging rooms, or recommended by the Zoning Administrator or City Attorney for review by the Planning Commission. In addition, the Planning Commission will prepare a list of administrative site plans for public review. Currently, public notification is only required within 300 ft. of site.

A. Adan asked if the Planning Commission can require new development to include workforce housing. D. Stensaas said it is outside of the scope of the Planning Commission and is for the City Commission to decide with developer.

Old Business

Pay Station Software Upgrade: J. Lanciani provided an update as outlined in the agenda. N. Durley-Rust requested the DDA maintenance staff be trained how to move pay stations and a SOP be created. J. Lanciani will confirm with Traffic and Safety that the training will take place in fall 2023. J. Lanciani recommended the board revisit the operating software update and associated fees in late summer 2023 and potentially schedule the upgrade for September/October 2023. This would allow the expense of the labor to still be under warranty and allow the software upgrade fee to be incorporated in the next fiscal year budget.

New Business

Wednesday Farmer's Market Street Closures: S. Johnson proposed to move the Wednesday Evening Farmers Market from the Marquette Commons to the 100 block of W. Washington St., every Wednesday from June 21 through August 30. The times of the market would be 5 p.m. to 8 p.m., and the requested street closure time would be 3 p.m. to 9 p.m. K. Kovacs stated participating restaurants and vendors still need to abide by street café rules. M. Morrison suggested waiting on the move to determine if the Social District and potential addition of music/activities could improve the performance of the Wednesday Farmers Market. A. Adan asked if revenues would cover the cost of street closure. S. Johnson stated that if the move is approved, it still requires approval by the City Commission, sufficient vendor participation, and a minimum of \$11,000 in secured sponsorships. N. Durley-Rust asked if the sponsorships cover the cost of the street closure or total market expenditures. S. Johnson stated they will help cover the cost of all market expenses.

A. Adan motioned to approve the move of the Wednesday Evening Farmers Market to the 100 block of W. Washington St. for the 2023 season and establish a communication plan to the DDA Board of Directors within 6-weeks. L. Rowland seconded; motion passed.

Social Districts: K. Kovacs made a recommendation to allow enough flexibility to make minor changes to the Downtown Marquette Social District Management and Maintenance Plan.

P. Sala motioned to approve the recommendation to the Marquette City Commission the creation of a Social District and Commons Area that encompasses all qualified licensees within the boundaries of Downtown Marquette and allows for consumption in designated areas throughout the district, with the addition to allow the DDA Executive Director to make minor changes as needed to the Downtown Marquette Social District Management and Maintenance Plan. K. Kovacs seconded; motion passed.

DDA By-Law Amendment (Reading 1 of 2): T. Laase-McKinney stated the proposed amendments to the MDDA by-laws (reading 1 of 2) as outlined in agenda.

Committee Reports

Design & Maintenance: T. Laase-McKinney provided an update. The Match on Main grant submission committee met, and recommended Velodrome Coffee and Dead River Coffee Company be considered for the MEDC Match on Main grant. The DDA is expected to receive notification in early April which business will be approved. The DDA Façade Grant improvement program has opened, and inquiries have been received.

TIF: T. Laase-McKinney met with TIF consultant and developed communication material for Third St. businesses.

Director's Report: T. Laase-McKinney met with the Michigan Public Art Commission and discussed the potential for a large-scale temporary public art installation in December 2023. MPAC will be asking the DDA for financial support. The DDA is continuing work with Superior Watershed Partnership for EV charging stations. T. Laase-McKinney is not in favor of a Third St. closure during Music on Third as it would require 16 intersections to be secured and does not have the support of Third St. businesses.

Public Comment: Nothing to report.

Board Member Comment: P. Sala thanked the DDA team for putting together the agenda and made a recommendation to set a target time frame for duration of DDA Board meetings. L. Rowland is excited for the changes coming. N. Durley-Rust expressed hesitation about the move of the Wednesday Evening Farmers Market to the 100 block of W. Washington St. She suggested to try it once a month, rather than weekly. K. Kovacs stated there are ongoing conversations for a housing unit for the homeless population near the Downtown District and to expect more information in the coming weeks.

The meeting was adjourned at 10:18 a.m.

Respectfully submitted,

Meagen Morrison

Meagen Morrison, Secretary

Attachment IV.1 Minutes from 3-9-2023

Final Audit Report

2023-04-14

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"Attachment IV.1 Minutes from 3-9-2023" History

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