



**Marquette Downtown Development Authority
Meeting Minutes for May 11, 2023**

Call to Order

A meeting of the Marquette Downtown Development Authority (MDDA) Board of Directors was held on Thursday May 11, 2023, at the Marquette Commons. The meeting was called to order by Board President Nicole Durley-Rust at 8:01 a.m. with Directors A. Adan, M. Morrison, P. Sala, R. Caron, R. Stern and M. Weinrick present.

K. Kovacs was absent. R. Stern made the motion to excuse the absence. M. Weinrick seconded; motion passed. L. Rowland had an unexcused absence.

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

M. Weinrick made a motion to approve the agenda with additional ICS account paperwork included. R. Stern seconded; motion passed.

Public Comment

No public comment.

Consent Agenda

M. Weinrick made a motion to approve the consent agenda with the minutes from 4/13/2023, bills for approval 4/01/2023 – 4/30/2023, and financial reports as of 4/30/2023. A. Adan seconded; motion passed.

Airgas	89.87	Lake Superior Press	350.00
AIS Construction Equipment	800.00	Lowe's	15.17
American Welding & Gas Inc	37.33	Makela, Toutant, Hill, Nardi and Katona	75.00
Aramark	237.96	Marquette Wallpaper & Paint	39.89
Blue Cross Blue Shield	1,902.60	Michigan Downtown Association	475.00
Board of Light & Power	2,346.74	Midway Rentals	403.94
C. Pesola LLC	1,700.00	Mining Journal	1,503.72
Capital One Commercial	776.13	North Country Disposal	455.00
Cardmember Service	2,812.58	OK Rental	968.02
Carquest	125.26	Otis Elevator	991.02
Champion Glass & Countertops Inc	298.67	Peninsula Fiber Network LLC	342.30

Charter Communications	104.06	Pitney Bowes	143.91
Chesla & Associates PC	420.00	SEMCO	675.18
City of Marquette	4,373.58	Smith Construction	6,142.86
Cook Sign Service	85.83	Staples	35.88
Curran & Company	620.00	State of Michigan - MEDC	3,000.00
Dalco	146.43	T2 Systems Canada Inc.	1,900.00
Dallas Cleaners, LLC	1,243.59	TK Elevator	870.11
Harland Clarke	285.51	Traffic & Safety Control Systems Inc	1,320.00
Heartland Services	1,263.49	U.P. Kubota	152.32
Integris	79.00	UPHS Occupational Medicine	150.00
Jesse Wright	92.50	Xerox Corporation	244.06
L. Naylor Design	1,180.00	Payroll Costs & Benefits	38,120.82
		Total Disbursements	\$79,395.33

Old Business

Pay Station Software Upgrade: J. Lanciani provided an update as outlined in the board packet. R. Stern made a motion to schedule the pay station operating system upgrade for September 2023. A. Adan seconded; motion passed.

New Business

Insured Cash Sweep Account for additional FDIC Coverage: Kelly Jandron stated Range Bank would match interest rate of 1.37%. M. Morrison made a motion to approve the adoption of an ICS account for MDDA funds above \$250,000 as outlined in the board packet. R. Stern seconded, P. Sala abstained, motion passed.

RAP Grant/Consultant Fees: M. Weinrick made a motion to approve the expenditure of funds to hire SmithGroup as a consultant for the MEDC RAP grant project as outlined in board packet, not to exceed \$10,000. P. Sala seconded; motion passed.

Façade Improvement Grant Update: R. Stern made a motion to adopt the updates to the Façade Improvement Grant guidelines to add murals to the list of ineligible projects for Façade Improvement Grant applications going forward. P. Sala seconded; motion passed.

Committee Reports

TIF: T. Laase-McKinney provided an update about plan to ask City Commission to waive requirement for a TIF Citizens Advisory Panel.

Director's Report: T. Laase-McKinney provide an update. Scheduled maintenance is behind schedule due to the late April snowstorm. Sidewalk sweeping must be redone because of the storm. Awaiting quote from Premeau Construction for concrete repairs. Ivan has recommendations for items to include in the budget for next year. Antonio made a recommendation to review maintenance needs after the winter season. Trees for the Rosewood Walkway should be arriving soon. Social District signs are ready, but district is

waiting for final MLCC approval. The Marquette Beautification Committee is interested in adopting Phil's Pocket Park again this year.

Farmers Market Update: 134 vendor applications have been processed, 70 confirmed for the Saturday Market, 20 are on the waiting list. Added 6 more booths by blocking off 6 parking spaces. At every Saturday market there will be live music, yoga, Power of Produce, Food Navigator, and food demos. New for 2023, there will be free Wi-Fi, gift cards, online vendor payments, and vendor direct deposit. There will be a free community table for non-profits to have a one-time booth to provide info about their organization.

T. Laase-McKinney asked the Board to provide feedback about the homeless population.

M. Bradford provided an update about the Event Sponsorship. They are \$1,000 short of the goal. They have also received in-kind donations. The Blueberry Festival poster contest has returned. Community voting will take place 5/19-5/26 at the PWPL. Scores will be weighted, 50% community, other 50% committee. M. Bradford will schedule a Marketing & Promotions Committee meeting the first week of June and is working with Arts and Culture Center for an art installation in the Rosewood Walkway.

Public Comment: Nothing to report.

Board Member Comment: R. Stern said Bluff St. ramp pigeon problem is resolved and asked about upper parking deck stripes. N. Durley-Rust said there is a streetlight out on Main St. M. Weinrick said there are streetlights out on Ridge St., between Third St. and Front St. P. Sala thanked the DDA for snow removal during the big storm and appreciated the quality of sponsorship application. She also recognized Cal Morris Inc. as the Michigan Small Business of the Year for the second year in a row. A. Adan agreed on the great job for snow removal and appreciated the work being done for the RAP grant. He would like to keep TIF on radar and continue signage and way finding to connect Third St. to Downtown. He also suggested an internal documentation of SOPs for maintenance and is looking forward to the Farmers Market.

The meeting was adjourned at 9:18 a.m.

Respectfully submitted,

Meagen Morrison, Secretary



