Marquette Downtown Development Authority
Meeting Minutes for September 14, 2023

Call to Order

A meeting of the Marquette Downtown Development Authority (MDDA) Board of Directors was held on Thursday September 14, 2023, at the Marquette Commons. The meeting was called to order by Board President N. Durley-Rust at 8:02 a.m. with Directors P. Sala, K. Kovacs, R. Stern, A. Clark, and M. Weinrick present.

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

Excused: M. Morrison, L. Rowland, and R. Carron could not attend and gave appropriate notice. A motion was made to excuse their absence by R. Stern, P. Sala seconded; motion passed.

K. Kovacs made a motion to approve the agenda, R. Stern seconded; motion passed.

Public Comment: None

Consent Agenda

R. Stern made a motion to approve the consent agenda with the minutes from 8/10/2023, bills for approval 8/01/2023 – 8/31/2023, and financial reports as of 8/31/2023, P. Sala seconded; motion passed.

#9 Farms	$198.00	**Little Parsley Farm**	$449.00
A Jacobson Landscaping	$6,000.00	**Logan's Sweet Corn**	$56.00
A Place To Land	$100.00	**Mares-Z-Doats Feed Supply**	$528.39
American Welding & Gas Inc	$38.83	**Mavie's Wild Blueberries**	$55.00
Aramark	$460.48	**Michael Paling**	$75.00
Bakery Barn Yooper Yummies	$9.00	**Midway Rentals**	$427.90
Baraga Telephone Company	$8.46	**Misery Bay Coffee**	$160.16
Barton, Colin	$75.00	**Mission North, LLC**	$825.00
Becky's Roadside Refreshment	$36.00	**Moonlight Meadows**	$55.00
Blue Cross Blue Shield	$2,497.32	**Nagelkirk Landscapes**	$284.70
Board of Light & Power	$2,079.77	**Native Sister Soap**	$130.00
Borealis Baking Company	$35.00	**New Dalton Farm**	$667.00
Buried Stone Farms	$38.00	**Noah Bauer**	$100.00
C. Pesola LLC	$1,700.00	**North Country Disposal**	$775.00
Capital One Commercial	$443.88	**Northern Sky Orchard**	$15.00
Card Connect	$217.34	**Northland Lawn Sport & Equipment**	$1,931.94
Cardmember Service	$5,189.64	**Peace Pie Co.**	$10.00
Carquest	$98.02	**Peninsula Fiber Network LLC**	$342.48
Case Country Farm	$51.00	**Pileated Farms**	$180.00
Charter Communications	$69.98	**Pitney Bowes**	$20.00
Chesla & Associates PC	$280.00	**Seeds and Spores Family Farm**	$2,676.00
Chris Heil	$548.50	**SEMCO**	$150.52
City of Marquette	$4,225.85	**Shady Grove Farm**	$16.00

Curran & Company	$622.49	**Snowy Acres Vegetable Farm**	$590.00
Dalco	$914.96	**Staples**	$164.42
Dancing Crane Farm LLC	$55.00	**Stenberg Brothers**	$0.00
Doozers	$42.00	**Superior Culture**	$9.00
Ever Yielding Acres	$240.00	**Superior String Alliance**	$200.00
Fairest Promises	$161.00	**Swampy Acres LLC**	$232.00
Farmer Lake Hydroponic	$143.00	**Swanzy Farm**	$386.00
Fastenal	$13.45	**T2 Systems Canada Inc.**	$1,900.00
For Goodness Cakes	$137.00	**Tara Laase McKinney**	$28.16
French-tastic	$21.00	**Three Sisters Farm & Forest**	$1,000.00
Freshwind Farms	$84.00	**TK Elevator**	$870.16
Full Plate Farm	$1,486.00	**Tonella Farms**	$275.00
Gladstone Berry Farm	$576.00	**Traffic & Safety Control Systems Inc**	$8,215.00
Great Northern Title and Abstract, Inc	$25,000.00	**Treasa's Treasures**	$359.00
GT'S BEES	$184.00	**Trudell Plumbing & Heating Inc**	$139.02
Guindon Farms	$9.00	**Turf Badger**	$1,372.25
Heartland Services	$3,550.48	**UP Gourmet**	$256.00
Incredible Bank	$136,567.25	**UP North Roast**	$74.00
Integris	$79.00	**Valenti, Chris**	$150.00
Kendricks, Bordeau, Adamini, Chilman, & G	$1,300.00	**Velodrome Coffee Company**	$25,000.00
Lake Superior Press	$3,174.62	**Yooper Country Farms**	$758.00
Lakeshore Depot L3C	$31.00	**Yooper Mama, LLC**	$33.00
Lamar Advertising	$395.00	**Total Payroll Costs and Benefits**	$62,645.20
Last Bite Bakery	$17.00	**Total Expenditures**	**$313,789.62**

Old Business: None

New Business

Marji Gesick Event Support Request – This is the 3rd year of the 50-mile bike race starting in downtown Marquette. There have been no previous issues. The event would utilize Lakeshore Blvd and parking lot on September 16th, 6 am to 8:30 am. The DDA would block off parking spaces for porta-johns that would be removed no later than Monday. Approximately 400 people attend this race. No music is played until after 7 a.m. R. Stern made a motion to support the event, P. Sala seconded; motion passed.

New Year's Event Support Request – Double Trouble organizes the ball-drop event annually and would like to expand this year to include a family friendly ball-drop from 5 pm to 7:30 pm. This would involve earlier street and sidewalk closures, but likely no additional costs for the closures. P. Sala and A. Clark voiced support for the family friendly/community event. P. Sala made a motion to support the event, K. Kovacs seconded; motion passed.

Operating and Maintenance Agreement – Every 3 years, the operating and maintenance agreement between the City of Marquette and the DDA is renewed/updated. Notable changes to the current renewal include: DDA pays for all on-street parking spot markings, DDA maintains the new Pier Lot/Extension of Baraga St., and a Fuel Depot agreement is included as well. The city will continue to remove snow from streets, while DDA does parking lots and sidewalks. K. Kovacs explained that Baraga St. extension with Pier Lot was added because the street is a dead end and a low priority for the city. Logistically, plowing the parking spots at the

same time as the road extension makes sense. The parking committee discussed adding no overnight parking and passport app signs to this lot soon. P. Sala made a motion to approve the agreement with changes, A. Clark seconded; motion passed.

Bluff St. Parking Elevator Sill repair – Quotes were obtained from TKE and Otis. The sill is where the outer elevator door touches the floor. With time, the sill has begun to buckle in the middle, and eventually, the sill will damage the door. The elevator will be out of service for about 2 days during repairs. N. Durley-Rust suggested inquiring about a warranty on the sill work. M. Weinrick asked if a specialized contractor was required. T. Laase-McKinney explained that laws require a special elevator technician to perform this repair. P. Sala made a motion to approve the repair, R. Stern seconded; motion passed.

Personnel Policy Updates - Key changes to the policy include: PTO beginning at 6 months of employment, discipline policy outlined, adjusted list of holidays, fixed payouts of PTO for future employees, and workers comp payment clarification for first week of missed work. Updates were reviewed by employment law attorney, Laura Katers Reily. She updated the policy to reflect applicable laws, eliminated redundancies, and made other wording recommendations. R. Stern commented that the fixed payout of PTO makes for more stability in the budget. R. Stern moved to approve the personnel policy updates, M. Weinrick seconded; motion passed.

Committee Reports – Parking Committee: J. Lanciani reported that the committee met and discussed the increase in Bluff Ramp reserved permit price, the Pier Lot management, moving a pay station to the Rock St. and/or Baraga Ave parking lots (removing 2 hour free parking), Passport App coupon for October and February, and the parking grant for downtown employees. P. Sala discussed raising the cost of parking tickets to encourage people to obtain a permit rather than risk a ticket. K. Kovacs discussed that this is something the city could investigate either at the time of next year's budget talks or sooner. R. Stern commented that parking management is expensive and he likes the idea of relocating pay stations to increase their use rather than raising rates. N. Durley-Rust discussed the idea of creatively raising rates at peak times/dates in the future. A. Clark encouraged us to explore increased messaging about how parking funds are used, particularly snow removal and keeping businesses accessible.

TIF Committee – Tara presented to the city commission about TIF on Third St., and this was very well received. There was a positive discussion. Boundary modification was discussed along with possible complications that this could bring. Commissioners mentioned revenue sharing. Exploring options for this seems very reasonable. K. Kovacs said the Smart Zone and library had questions after the commission meeting.

Director's Report: - The DDA will be sending out snow removal bids today or tomorrow with Oct. 5th for return of bids, and selection of contractor at the October board meeting. Holiday Green bids will be going out soon as well. At next month's board meeting, we will recap the Wednesday Farmers Market. Maintenance staff is getting ready for winter and doing landscaping. In the Rock St. Lot entrance garden, they took out overgrown shrubs which will be replaced next spring. The issue at the Commons stairwell was resolved with installation of a drain. Bluff Ramp surface repairs were done, and potential joint work may need to be done to remedy leaks which are causing an aesthetic issue with runoff down the backwall.

Mike Bradford – Events were greatly attended this summer. Over $20,000 was raised for the Women's Center. at Classic Cars on Third St. The Social District contributed greatly to our events. Police have not had issues with the social district. Maintenance said trash increase has not been huge. The Wednesday Farmers Market

business survey went out to the entire downtown and has positive responses. Ladies Night is expanding to the whole day. Downton Trick or Treat will be October 28th from 4-7 p.m. with the street closed on the 100 and 200 blocks of Washington. At the same time, NMU will be organizing a carnival on the Commons Plaza and Troy Graham will be providing music in the pocket park. For Trick or Treating, the social district will be closed as this is a family friendly event. Plaidurday is October 6th and will include a gathering at the new pier for a picture. NMU homecoming parade will go down 3rd St. this Saturday. Sunday is the Baraga Block party.

Public Comment: None.

Board Member Comment: M. Weinrick apologizes for his late arrival. He says the Farmers Market and social district were successful, and he welcomes our new board member. P. Sala also welcomed A. Clark. P. Sala met with the new director of Marquette Alger Mediation Center, a nonprofit organization where businesses can go for assistance with conflicts. A. Clark introduced herself. She is a business owner/designer and looks forward to getting involved with the DDA. N. Durley-Rust welcomed A. Clark and invited her to explore subcommittees to join for next meeting. N. Durley Rust appreciated the landscaping efforts of our staff, especially the sunflowers and perennials. She is happy about the TIF progress. R. Stern is excited to hear TIF is going well, especially compared to roadblocks faced last time. K. Kovacs conveyed the importance of messaging, particularly with TIF.

The meeting was adjourned at 9:03 am.

Respectfully submitted,

Jodi Lanciani

Jodi Lanciani, Operations Director