



**Marquette Downtown Development Authority
Meeting Minutes for October 13, 2022**

Call to order: A meeting of the Marquette Downtown Development Authority (MDDA) Board of Directors was held on Thursday October 13, 2022 at the Marquette Commons. The meeting was called to order by Vice- Chairperson R. Stern at 8:01 a.m. with Directors A. Adan, R. Coron, N. Durley-Rust, K. Kovacs, M. Morrison, L. Rowland, R. Stern, and M. Weinrick present.

A motion to excuse the absence of J. Ottaway was made by L. Rowland and seconded by M. Weinrick. Motion passed.

There were no additions to the agenda. A motion to approve this addition was made by M. Morrison and seconded by M. Weinrick. Motion passed. A motion was made to approve the consent agenda which includes the minutes from 8/11/2022, bills for approval from 8/1/2022-8/31/2022 and 9/1/2022-9/30/2022, the financial reports as of 8/31/2022, as well as the financial reports as of 9/30/2022 by M. Weinrick and seconded by K.Kovacs. Motion carried. J. Lanciani reported these financials reflected the end of the fiscal year and they came out better than projected due to a difference in payroll and extra TIF even though we went over budget on new pay stations and maintenance repairs.

Public Comment: No public comment.

#9 Farms	172.00	LeAnne Larson	13.77
906 Technologies	65.00	Little Parsley Farm	577.00
American Welding & Gas Inc	37.33	Mares-Z-Doats Feed Supply	89.97
AT&T Mobility	56.43	Marquette Maple Company	70.00
Bad Seed Hot Sauce	8.00	Marquette Wallpaper & Paint	49.87
Bakery Barn Yooper Yummies	85.00	Midway Rentals	284.60
Becky's Roadside Refreshment	25.00	New Dalton Farm	341.00
Blue Cross Blue Shield	3,637.81	North Country Disposal	552.50
Board of Light & Power	2,492.17	Northern Michigan University, Printing	66.00
Borealis Baking Company	64.00	Northern Sky Orchard	94.00
C. Pesola LLC	1,700.00	Otis Elevator	991.02
Capital One Commercial	318.00	Peace Pie Co.	6.00
Card Connect	58.49	Pileated Farms	104.00
Cardmember Service	6,548.86	Pitney Bowes	200.00
Carquest	274.71	Range Telecommunication	80.00
Case Country Farm	115.00	Rocks Open Valley Ranch	31.00
Champion Glass & Countertops Inc	247.89	Seeds and Spores Family Farm	2,169.00
Charter Communications	59.98	SEMCO	46.06

Chesla & Associates PC	405.00	Shady Grove Farm	27.00
City of Marquette	1,893.56	Snowy Acres Vegetable Farm	143.00
Curran & Company	620.00	Superior Culture	16.00
Dalco	129.86	Superior Culture	25,000.00
Dancing Crane Farm LLC	74.00	Swampy Acres LLC	79.00
Donckers LLC	5,000.00	Swanzy Farm	609.00
Doozers	88.00	T2 Systems Canada Inc.	1,900.00
Ever Yielding Acres	406.00	Tonella Farms	299.00
Farmer Lake Hydroponic	57.00	Traffic & Safety Control Sytems Inc	7,550.00
For Goodness Cakes	250.00	Treasa's Treasures	325.00
Freshwind Farms	40.00	Ty's Ty-ni Kitchen	153.00
Full Plate Farm	654.00	U.P. Irrigation LLC	155.00
Garden Farm	154.00	U.P. Kubota	625.36
Gladstone Berry Farm	423.00	UP Gourmeet	170.00
Going Small Farm LLC	16.00	UP North Roast	70.00
Heartland Services	3,609.54	Virgin Earth Farm	124.00
Highbridge Group	5,000.00	WRV LLC (Evergreen Market)	5,000.00
Imaginary farm	111.00	Xerox Corporation	296.79
Integris	325.50	Yoopers Country Farms	329.00
Johnson Telecommunications	41.25	Payroll Costs and Benefits	52,908.44
Lamar Advertising	375.00	Total Disbursements	137,183.76

Old Business: No Old Business.

New Business:

Snowplow Bids: One bid was received from Smith Construction, who has been awarded the bid for the past 16 years, for the amount of \$43,000. This year the top of the Bluff St. Ramp has been re-included in the contract. Jackson Cut Alley was also discussed as it is often missed by the snowplow. It was mentioned to see if there is a possibility to amend the contract to include the alley to be done when asked up to 24 hours after instead of 48 hours. It is actually the city's responsibility to plow and the MDDA goes through to do additional clean up. A motion was made to accept Smith Construction's bid by M. Weinrick and seconded by N. Durley-Rust. Motion passed.

Holiday Basket Bids: Two bids were received; one from Rock River Farms for the amount of \$4790 and one from Nagelkirks for the amount of \$5724. A motion to approve the bid from Rock River Farm was made by N. Durley-Rust and seconded by M. Weinrick. Motion passed. There was also some discussion to possibly look into permanent holiday decorations instead of the winter green holiday baskets.

Reschedule Walking Tour: The tour is now scheduled for Monday October, 24 2022 at 8 a.m.

November Board Meeting Change: The November meeting has been changed to Thursday November 17th, 2022.

Committee Reports:

Parking Committee: Vault project update: The parking analysis created by WGI has been shared with the city commission and the rest of the MDDA board. No development agreement has been signed yet.

Executive Committee: This committee will need to meet in early December to conduct Tara's first review and set any new yearly goals for the position.

Director's Report: The Marji Gersick race went well as did the set up and tear down of the starting line downtown. A new part time office assistant has been hired. One part time maintenance employee has been moved to full time who is also a certified diesel mechanic which has been helpful. One of the new maintenance machines that were recently purchased has been delayed in delivery until December. The maintenance team has recently received some landscaping training and will have some MIOSHA training in the near future. There were eight submissions for the Match on Main grants and the committee will be meeting soon to decide which two will be sent to MEDC. T. Laase-McKinney has also been asked to be a part of the KI Sawyer rebranding discussions and she has recently met with the TIF consultant to begin working on the expansion project again. The parking committee is scheduled to meet later this month to discuss a few upcoming ideas. The health insurance policy will be reviewed and then need to be renewed in November. The MDDA employees would like to try to get on the city's health insurance plan since that one offers coverage to spouses and children. Mike Bradford was hired in late August as the new Director of Business Promotions. There are a few events coming up in the near future including Downtown Trick or Treat, Ladies Night, and the Holiday Parade.

Public Comment: No public comment.

Board Member Comment: All board members welcomed Mike Bradford. M. Weinrick voiced concern over the numbers presented in the shared parking analysis. A. Adan also voiced similar concern, wanted an update on the holiday market plans, and announced that Fresh Coast Film Festival was happening this weekend. K. Kovacs announced the city is beginning to redo the community master plan and there will be several opportunities to get involved. M. Morrison is looking forward to participating in ladies night this year.

A motion was made to adjourn the meeting by R. Stern then seconded by M. Weinrick and the motion passed.

Respectfully submitted,

Nichole Durley-Rust, Secretary