



**Marquette Downtown Development Authority
Meeting Minutes for November 14, 2024**

Call to Order

A meeting of the Marquette Downtown Development Authority (MDDA) Board of Directors was held on Thursday November 14, 2024, at the Marquette Commons. The meeting was called to order by Board Vice-Chairperson R. Stern at 8:01 a.m. with Directors C. Durley, C. Klecha, R. Caron, L. Rowland, A. Clark, K. Kovacs, M. Weinrick, and P. Sala present.

Absent: None

Others in attendance were Sean Hobbins-Marquette Assistant City Manager, Jodi Lanciani-DDA Operations Director, and Brian Shier-Farmers Market Manager.

Public Comment – None

Agenda/Consent Agenda: There were no additions to the agenda. L. Rowland made a motion to approve the consent agenda with the minutes from October 10, 2024, bills for approval dated October 1, 2024 through October 31, 2024, and financial reports as of October 31, 2024. P. Sala seconded; motion passed.

October 2024 Bills:

#9 Farms	189.00	Mining Journal	363.00
Accident Fund	9,806.00	New Dalton Farm	1,265.00
American Welding & Gas Inc	39.52	NMPSA	400.00
Andrea Stader	200.00	North Country Disposal	411.00
Bakery Barn Yooper Yummies	10.00	Northarrow	1,058.23
Bergy Bread	154.00	Northern Sky Orchard	318.00
Blue Cross Blue Shield	103.08	OK Rental	160.49
Board of Light & Power	1,987.63	Pileated Farms	514.00
Brian Shier	24.98	Pitney Bowes	143.91
C. Pesola LLC	1,850.00	Pomp's Tire Service	406.14
Capital One Commercial	639.99	Poster Patch	110.00
Card Connect	61.71	Range Telecommunication	125.00
Cardmember Service	4,768.82	Rational Wellness & Training	28.00
Carquest	92.56	Rock River Farm	232.00
Case Country Farm	188.00	Seeds and Spores Family Farm	3,533.00
Charter Communications	79.98	SEMCO	37.06
Chesla & Associates PC	290.00	Shady Grove Farm	20.00

City of Marquette	4,889.82	Snowy Acres Vegetable Farm	490.00
Curran & Company	762.49	State of Michigan - DELEG	319.30
Dalco	564.36	Stericycle	79.72
Dancing Crane Farm LLC	156.00	Superior Culture	59.00
Doozers	54.00	Swampy Acres LLC	120.00
Ever Yielding Acres	2,668.00	Swanzy Farm	2,694.00
Folk and Psyche	20.00	T2 Systems Canada Inc.	1,900.00
For Goodness Cakes	23.00	The Remnants	100.00
Freshwind Farms	166.00	TK Elevator	954.68
Full Plate Farm	2,447.00	Tonella Farms	1,627.00
Gladstone Berry Farm	1,779.00	Traffic & Safety Control	1,010.00
Going Small Farm LLC	16.00	Traunik Farm	257.00
Gotcha Covered	6,700.00	UP Gourmet	1,399.00
Grow UP North LLC	20.00	UP North Roast	62.00
Guindon Farms	80.00	UPHS Occupational Medicine	65.00
Heartland Services	1,881.86	Vestis	529.37
Integris	83.74	VSP Insurance Co.	57.98
Jan Arnold	100.00	Wellspring Farm	511.00
Lake Superior Press	80.00	Western Michigan Health	3,688.24
Little Parsley Farm	1,612.00	Wolverine Door	60.00
Maple Syrup Hunk	75.00	Xerox Corporation	201.04
Mares-Z-Doats Feed Supply	89.90	Yoopers Country Farms	1,700.00
Marquette Maple Company	289.00	Yoopers Sisters	12.00
Marquette Monthly	825.00	Payroll and Benefits	57,825.09
Marquette Wallpaper & Paint	3.71	Total	\$ 130,717.40

New Business

Polar Roll Event Support: The Polar Roll race will take place on February 15, 2025. The organizers request to start the race on Lakeshore Blvd., with the street closed from 5:30 a.m. to 8:30 a.m. K. Kovac moved to support the closure of Lakeshore Blvd. for the February 15, 2024 Polar Roll Event. M. Weinrick seconded; motion passed.

Board Elections/Signatory Resolution: P. Sala made a motion that R. Stern be added as an authorized signer for the board along with the treasurer, executive director, and operations director. K. Kovacs seconded; motion passed.

Health/Dental/Vision Insurance Quotes for 2025: The board discussed DDA contributions to healthcare insurance using the 80/20 vs. hard cap method and were in favor of continuing the 80/20 method this year with reevaluation of the hard cap method in future budgets. L. Rowland made a motion to adopt the Western Pool and Acrisure insurance rates with the DDA to pay 80% of premiums. P. Sala seconded; motion passed.

Executive Director Contract: The Board went into closed session to review the executive director contract.

The board re-entered public session. L. Rowland made a motion to increase the salary of the executive director to \$88,182 which is reflective of an 8% increase. P. Sala seconded the motion; motion carried.

Committee Reports

Executive/Personnel: The committee met to discuss healthcare options and executive director contract.

Business Development and Promotion: M. Bradford is unable to be at today's meeting. A. Clark said the committee met and talked about the Holiday Light Grant, which had 21 businesses apply. The committee discussed changes to the holiday light grant application for next year. They also talked about Music on Third street closures and brainstormed ideas for next year's event. They discussed the upcoming New Year's Eve event and possible changes to the ball drop location from the Masonic Building to Digs, which may necessitate closing the 200 block of Washington St. for safety at the Third St. intersection. Plans will be solidified and presented to the board in December.

Executive Director's Report –T. Laase-McKinney signed a contract to continue working with Mission North to write TIF Plan 5. T. Laase-McKinney met with the city manager and assistant manager to discuss revenue sharing and a 5% share was proposed, which would potentially fit in the DDA's budget projections. T. Laase-McKinney explained that in approximately 2026, the library will no longer have obligations to pay the milage from downtown properties to the DDA, thus impacting the DDA's TIF income going forward.

Preparations for Downtown Day Out are progressing well, with gift basket items being donated from local businesses. The Holiday Parade and Yule Market plans are underway including a light installation on the Commons Plaza.

Board subcommittee vacancies were announced. C. Durley would like to be on the business development and promotion committee as well as the parking committee. The TIF committee also has an opening, and R. Stern will join.

Operation Director's Report – A pay station from the block in front of the library has been moved to 200 South Front St., near the Ore Dock's new building. This is proving to be a better location for a pay station, with an increase in use and income. The pay station that was moved in late summer to the Rock St. lot is also performing better in its new location. The parking permit grant application went out. This is specifically for part-time employees. Thus far, 12 businesses have applied. A potential new parking lot management agreement will be discussed with the parking committee and brought to the board in December. The parking committee will also start discussing future permit vs. hourly uses of the Bluff St. Ramp and Baraga Parking Lots.

Farmers Market Manager's Report – Farm stands in November have been going well. The Thanksgiving market will be November 23rd and then the Yule Markets will be December 13th and 14th.

Public Comment: Darlene Allen from League of Women asked about the DDA annual presentation. T. Laase-McKinney confirmed that the presentation does get posted on the DDA website. Darlene asked if the DDA had ever considered doing the presentation for the public at the library or another place, in an informal setting. T. Laase-McKinney will consider this. Darlene will let league members know about the two opportunities to attend the DDA annual presentation; at the December 12th DDA Board Meeting and the December 16th City Commission Meeting.

Board Member Comment: R. Caron had questions about the date change to Ladies Day Out, with it being a week later than it used to be. M. Weinrick had no comment. C. Klecha had no comment. P. Sala commented positively on employee pay increases. L. Rowland is looking forward to the holiday season. A. Clark had no comment. K. Kovac had no comment. C. Durley had a list of questions and will meet with T. Laase-McKinney, and C. Klecha expressed he would like to attend that as well. R. Stern expressed appreciation for the work done by T. Laase-McKinney and was glad to renew her contract. He mentioned her role in staff retention and progress on TIF. He looks forward to getting the TIF plan fully completed.

L. Rowland moved to conclude the meeting. M. Weinrick seconded. The meeting was adjourned at 9:04 a.m.

Respectfully submitted,



Jodi Lanciani, Operations Director