



**Negaunee Downtown Development Authority
Regular Meeting
March 27, 2023
Negaunee Ice Arena
5:30 PM**

Gary Nelson
Pete Munson
Ryan Nummela
Mike Ridenour
Mary Beth Kurtz
Blake Becker
Manager Nate Heffron

1. Call Meeting to Order
2. Roll Call
3. Approval of Minutes January 23, 2023
4. Review of Financials as of March 31, 2023
5. Old Business
 - Downtown Enhancement Project (RAP Grant) Update and Review
 - Review and approval of Firefighters Square Concept
 - Review and approval of Entry Sign Concept
 - Review and approval of Irontown Plaza
 - Review and approval of Rail Street Overlook Concept
 - Review and approval of Tobin Street Place Concept
 - Review and approval of street furnishings
6. New Business
7. Promotion and Events Update
 - Heikki Lunta Winterfest Report and Update
 - Community Affairs and Events
 - ASCAP Music Use License
 - Irontunes Weekly Event
 - Irontown Classics Car Show
8. Property and Business Update
9. Public Comments
10. Board member comment and update
11. Next Meeting April 24, 2023
12. Adjournment



Negaunee Downtown Development Authority Special Meeting January 23, 2023 Minutes

The Negaunee Downtown Development Authority was called to order by DDA Chairman Gary Nelson at 5:31 PM, on January 23rd, 2023. Present were authority Members Gary Nelson, Pete Munson, Ryan Nummela, Blake Becker, Mike Ridenour, and Nate Heffron. Absent: Marybeth Kurtz

DDA Member Ryan Nummela made a motion to approve the minutes from November 28th, 2022. Seconded by DDA Member Pete Munson. Motion Passed.

DDA Member Nate Heffron and Consultant Mona Lang gave an update on the financials.

DDA Member Nate Heffron and Consultant Mona Lang gave an update on the Downtown Enhancement Project.

DDA Member Pete Munson made a motion to table a correction to the board terms for the February meeting. Seconded by DDA Member Mike Ridenour. Motion Passed.

DDA Member Pete Munson made a motion to purchase an ad in the Travel Marquette Magazine for \$1,175.00. Seconded by DDA Member Mike Ridenour. Motion Passed.

DDA Member Mike Ridenour made a motion to sponsor the Ore to Shore event in the amount of \$500.00. Seconded by DDA Member Nate Heffron. Motion Passed.

DDA Member Nate Heffron made a motion to sponsor the Pioneer Days 2023 event in the amount of \$1000.00. Seconded by DDA Member Mike Ridenour. Motion Passed.

DDA Member Gary Nelson made a motion to sponsor the 2023 Michigan Economic Development Association conference being held in Marquette County in the amount of \$600.00. Seconded by DDA Member Nate Heffron. Motion Passed.

DDA Member Nate Heffron, DDA Member Pete Munson, and Consultant Mona Lang gave a brief overview of the financials and overall event of Tinseltown 2022.

DDA Member Pete Munson made a motion to approve Heikki Lunta 2023 expenditures. Seconded by DDA Member Ryan Nummela. Motion Passed.

DDA Member Nate Heffron gave a brief report on the downtown property updates.

Public Comment: Rhonda Gravedoni spoke on concerns about the streetscape project and other event topics, Scott Gravedoni spoke on concerns about the streetscape project and other event topics. Angelia Gravedoni spoke on concerns about the streetscape project and other event topics.



Board member Comments: Mike Ridenour asked questions about law enforcement for Heikki Lunta and the social district.

The next DDA meeting will be February 27, 2023.

Meeting adjourned at 6:40 PM.

Nate Heffron

BALANCE SHEET

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CITY OF NEGAUNEE

As of: 3/31/2023

Fund 248 - Downtown Development Authority

Assets

001.000	Cash/Receiving	22,046.54
022.000	Current Taxes	22,084.73
038.000	Accounts Receivable - Misc.	3,500.00
Total Assets		47,631.27

Liabilities

287.000	Taxes Levied in Advance	22,084.73
Total Liabilities		

Reserves/Balances

390.000	Fund Balance - unrestricted	19,034.70
390.001	Fund Balance Heikki Lunta - restricted	3,487.67
390.002	Fund Balance Irontown Classic Cars - Restricted	2,056.69
398.000	Change in Fund Balance	967.48
Total Reserves/Balances		25,546.54

Total Liabilities and Fund Balances 47,631.27

REVENUE/EXPENDITURE REPORT

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10:43 am

CITY OF NEGAUNEE

For the Period: 1/1/2023 to 3/31/2023

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 248 - Downtown Development Authority							
Revenues							
Dept: 000 Revenues							
402.100 TIF - Tax Increment Financing	24,622.00	24,622.00	12,796.12	0.00	0.00	11,825.88	52.0
528.100 Other Federal Grants - ARPA	175,000.00	175,000.00	25,000.00	0.00	0.00	150,000.00	14.3
638.001 Heikki Lunta - Special Events	16,000.00	16,000.00	11,875.00	0.00	0.00	4,125.00	74.2
638.002 Tinseltown - Special Events	1,500.00	1,500.00	500.00	0.00	0.00	1,000.00	33.3
638.003 Car Show - Special Events	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
638.004 Iron Tunes - Special Events	500.00	500.00	0.00	0.00	0.00	500.00	0.0
698.000 Use of Fund Balance	8,378.00	8,378.00	0.00	0.00	0.00	8,378.00	0.0
699.101 Transfer from General Fund	63,680.00	63,680.00	0.00	0.00	0.00	63,680.00	0.0
699.245 Transfer From City Improvement	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.0
Revenues	298,680.00	298,680.00	50,171.12	0.00	0.00	248,508.88	16.8
Revenues	298,680.00	298,680.00	50,171.12	0.00	0.00	248,508.88	16.8
Expenditures							
Dept: 728 Downtown Development							
702.000 Personal Services	38,920.00	38,920.00	4,852.43	0.00	0.00	34,067.57	12.5
703.000 Overtime Wages	0.00	0.00	493.50	0.00	0.00	-493.50	0.0
713.000 Soc Sec & Medicare	3,060.00	3,060.00	0.00	0.00	0.00	3,060.00	0.0
714.001 Hospitalization Insurance	9,120.00	9,120.00	0.00	0.00	0.00	9,120.00	0.0
718.000 Sick Leave	310.00	310.00	0.00	0.00	0.00	310.00	0.0
723.000 Personal/Vacation	770.00	770.00	0.00	0.00	0.00	770.00	0.0
727.000 Office Supplies	2,000.00	2,000.00	95.25	0.00	0.00	1,904.75	4.8
800.000 Contract Services	14,000.00	14,000.00	3,478.32	0.00	0.00	10,521.68	24.8
850.000 Communications	1,000.00	1,000.00	72.02	0.00	0.00	927.98	7.2
882.100 ARPA Facade Project	175,000.00	175,000.00	25,000.00	0.00	0.00	150,000.00	14.3
955.001 Programs-Special Events	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00	0.0
955.010 Heikki Lunta - Special Events	12,000.00	12,000.00	15,212.12	0.00	0.00	-3,212.12	126.8
955.011 Tinseltown - Special Events	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00	0.0
955.012 IronTunes - Special Events	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
955.013 Car Show - Special Events	500.00	500.00	0.00	0.00	0.00	500.00	0.0
965.100 Project Costs St Rehab	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	0.0
Downtown Development	298,680.00	298,680.00	49,203.64	0.00	0.00	249,476.36	16.5
Expenditures	298,680.00	298,680.00	49,203.64	0.00	0.00	249,476.36	16.5
Net Effect for Downtown Development Authority	0.00	0.00	967.48	0.00	0.00	-967.48	0.0
Change in Fund Balance:			967.48				
Grand Total Net Effect:	0.00	0.00	967.48	0.00	0.00	-967.48	

REVENUE/EXPENDITURE REPORT

CITY OF NEGAUNEE
For the Period: 1/1/2023 to 3/31/2023

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	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 248 - Downtown Development Authority							
Revenues							
Dept: 000 Revenues							
402.100 TIF - Tax Increment Financing							
497795 01/11/2023 GJ 12/16-12/31/2022 Tax Disbursement to DDA			3,440.38				
497796 01/23/2023 GJ 1/1 - 1/15/2023 Tax Disbursement to DDA			2,682.78				
497797 02/07/2023 GJ 1/16 - 1/31/2023 Tax Disbursement to DDA			1,923.96				
497798 02/21/2023 GJ 2/1 - 2/15/2023 Tax Disbursement to DDA			4,749.00				
402.100 TIF - Tax Increment Financing	24,622.00	24,622.00	12,796.12	0.00	0.00	11,825.88	52.0
528.100 Other Federal Grants - ARPA							
497799 01/25/2023 GJ DDA Facade Grant - ARPA Grant Funding Casa Della Nonnina, LLC			25,000.00				
528.100 Other Federal Grants - ARPA	175,000.00	175,000.00	25,000.00	0.00	0.00	150,000.00	14.3
638.001 Heikki Lunta - Special Events							
496202 01/10/2023 UB Jan 10, 2023 cr/ub postings			100.00			UB	
496203 01/11/2023 UB Jan 11, 2023 cr/ub postings			100.00			UB	
496205 01/13/2023 UB Jan 12-13, 2023 cr/ub postings			100.00			UB	
496206 01/16/2023 UB Jan 16, 2023 cr/ub postings			500.00			UB	
496208 01/18/2023 UB Jan 17-18, 2023 cr/ub postings			100.00			UB	
496211 01/23/2023 UB Jan 23, 2023 cr/ub postings			100.00			UB	
496212 01/24/2023 UB Jan 23-24, 2023 cr/ub postings			750.00			UB	
496213 01/25/2023 UB Jan 25, 2023 cr/ub postings			250.00			UB	
497747 01/26/2023 GJ Heikki Lunta Sponsorships			7,800.00				
496214 01/26/2023 UB Jan 26, 2023 cr/ub postings			500.00			UB	
496216 01/30/2023 UB Jan 30, 2023 cr/ub postings			500.00			UB	
496217 01/31/2023 UB Jan 31, 2023 cr/ub postings			500.00			UB	
496218 02/02/2023 UB Feb 1-2, 2023 cr/ub postings			25.00			UB	
497789 02/15/2023 UB Feb 14-15, 2023 cr/ub postings			550.00			UB	
638.001 Heikki Lunta - Special Events	16,000.00	16,000.00	11,875.00	0.00	0.00	4,125.00	74.2
638.002 Tinseltown - Special Events							
496201 01/05/2023 UB Jan 5, 2023 cr/ub postings			500.00			UB	
638.002 Tinseltown - Special Events	1,500.00	1,500.00	500.00	0.00	0.00	1,000.00	33.3
638.003 Car Show - Special Events	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
638.004 Iron Tunes - Special Events	500.00	500.00	0.00	0.00	0.00	500.00	0.0
698.000 Use of Fund Balance	8,378.00	8,378.00	0.00	0.00	0.00	8,378.00	0.0
699.101 Transfer from General Fund	63,680.00	63,680.00	0.00	0.00	0.00	63,680.00	0.0
699.245 Transfer From City Improvement	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.0
Revenues	298,680.00	298,680.00	50,171.12	0.00	0.00	248,508.88	16.8
Revenues	298,680.00	298,680.00	50,171.12	0.00	0.00	248,508.88	16.8
Expenditures							
Dept: 728 Downtown Development							
702.000 Personal Services							
495850 01/20/2023 PA Regular Earnings		Pay Date: 01/20/2023	417.00			PA-Wrapup	
496799 02/03/2023 PA Regular Earnings		Pay Date: 02/03/2023	158.65			PA-Wrapup	
497497 02/17/2023 PA Regular Earnings		Pay Date: 02/17/2023	4,276.78			PA-Wrapup	
702.000 Personal Services	38,920.00	38,920.00	4,852.43	0.00	0.00	34,067.57	12.5
703.000 Overtime Wages							
497507 02/17/2023 PA Overtime (1.5x)		Pay Date: 02/17/2023	493.50			PA-Wrapup	
703.000 Overtime Wages	0.00	0.00	493.50	0.00	0.00	-493.50	0.0
713.000 Soc Sec & Medicare	3,060.00	3,060.00	0.00	0.00	0.00	3,060.00	0.0
714.001 Hospitalization Insurance	9,120.00	9,120.00	0.00	0.00	0.00	9,120.00	0.0
718.000 Sick Leave	310.00	310.00	0.00	0.00	0.00	310.00	0.0
723.000 Personal/Vacation	770.00	770.00	0.00	0.00	0.00	770.00	0.0
727.000 Office Supplies							
497931 02/28/2023 AP HEFFRON/NATE//		DDA Social Dist. Labels Reimb	95.25	INV#:		52896	

REVENUE/EXPENDITURE REPORT

CITY OF NEGAUNEE
For the Period: 1/1/2023 to 3/31/2023

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	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 248 - Downtown Development Authority							
Expenditures							
Dept: 728 Downtown Development							
727.000 Office Supplies	2,000.00	2,000.00	95.25	0.00	0.00	1,904.75	4.8
800.000 Contract Services							
497801 01/31/2023 GJ Correction: Charge Contract Services for	ad in Travel Marquette Magazine; remove		1,145.00	from Heikki Lunta - Special Events			
496261 01/31/2023 AP LANG/MONA S.//	Svc and reimb		1,166.66	INV#:		52721	
497988 02/28/2023 AP LANG/MONA S.//	Svc Rendered		1,166.66	INV#:		52953	
800.000 Contract Services	14,000.00	14,000.00	3,478.32	0.00	0.00	10,521.68	24.8
850.000 Communications							
496317 01/31/2023 AP VERIZON	Cell phones		36.01	INV#:		52777	
497979 02/28/2023 AP VERIZON	Phones/lpads		36.01	INV#:		52944	
850.000 Communications	1,000.00	1,000.00	72.02	0.00	0.00	927.98	7.2
882.100 ARPA Facade Project							
496123 01/25/2023 AP CASA DELLA NONNINA LLC	DDA ARPA Facade Grant		25,000.00	INV#:		52647	
882.100 ARPA Facade Project	175,000.00	175,000.00	25,000.00	0.00	0.00	150,000.00	14.3
955.001 Programs-Special Events	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00	0.0
955.010 Heikki Lunta - Special Events							
494726 01/13/2023 AP NEGAUNEE/CITY OF//	Heikki Lunta Fire Permit		10.00	INV#:		52613	
496121 01/25/2023 AP DOUBLE TROUBLE ENT, LLC	Heikki Lunta Event DJ		3,015.50	INV#:		52645	
496124 01/25/2023 AP GLOBE PRINTING INC	Heikki Lunta printing		121.33	INV#:		52648	
496125 01/25/2023 AP GLOBE PRINTING INC	Heikki Lunta printing		148.00	INV#:		52649	
496143 01/26/2023 AP SPIELBAUER FIREWORKS CO., INC.	Heikki Lunta Fireworks		3,800.00	INV#:		52668	
496152 01/26/2023 AP LAKE SUPERIOR PRESS	Supplies Heikki Lunta		161.76	INV#:		52678	
497801 01/31/2023 GJ Correction: Charge Contract Services for	ad in Travel Marquette Magazine; remove		-1,145.00	from Heikki Lunta - Special Events			
496249 01/31/2023 AP GLOBE PRINTING INC	Supplies		157.73	INV#:		52709	
496261 01/31/2023 AP LANG/MONA S.//	Svc and reimb		402.85	INV#:		52721	
496271 01/31/2023 AP MIDWAY RENTALS	Supplies		154.29	INV#:		52731	
496271 01/31/2023 AP MIDWAY RENTALS	Supplies		147.00	INV#:		52731	
496271 01/31/2023 AP MIDWAY RENTALS	Supplies		5.95	INV#:		52731	
496276 01/31/2023 AP MYNORTH A MEDIA COMPANY	Media		1,145.00	INV#:		52736	
496283 01/31/2023 AP NORTH COUNTRY SEPTIC	Porta Johns		800.00	INV#:		52743	
497126 01/31/2023 AP NEGAUNEE SENIOR CENTER	Facility Rental Chamber		150.00	INV#:		52796	
496304 01/31/2023 AP SIGNS NOW	Signs		1,163.12	INV#:		52764	
496305 01/31/2023 AP SIGNS NOW	Signs		265.00	INV#:		52765	
496319 01/31/2023 AP VILLOTA/RUFFA//	Heikki Lunta Photography		600.00	INV#:		52779	
496228 01/31/2023 AP CATTRON'S LUMBER & SUPPLY	Supplies		36.98	INV#:		52688	
497817 02/24/2023 AP GLOBE PRINTING INC	Lamination,banners,bindry/trim		57.25	INV#:		52843	
497820 02/24/2023 AP MMSP NATIONAL SKI PATROL	Safety services-Heikki Lunta		1,000.00	INV#:		52846	
497939 02/28/2023 AP MENARDS	Supplies		108.00	INV#:		52904	
497939 02/28/2023 AP MENARDS	Supplies		22.36	INV#:		52904	
497975 02/28/2023 AP ULTRA CONSTRUCTION SVC LLC	Heikki Lunta Rail Jam		2,885.00	INV#:		52940	
955.010 Heikki Lunta - Special Events	12,000.00	12,000.00	15,212.12	0.00	0.00	-3,212.12	126.8
955.011 Tinseltown - Special Events	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00	0.0
955.012 IronTunes - Special Events	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
955.013 Car Show - Special Events	500.00	500.00	0.00	0.00	0.00	500.00	0.0
965.100 Project Costs St Rehab	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	0.0
Downtown Development	298,680.00	298,680.00	49,203.64	0.00	0.00	249,476.36	16.5
Expenditures	298,680.00	298,680.00	49,203.64	0.00	0.00	249,476.36	16.5
Net Effect for Downtown Development Authority	0.00	0.00	967.48	0.00	0.00	-967.48	
Change in Fund Balance:			967.48				

REVENUE/EXPENDITURE REPORT

CITY OF NEGAUNEE
For the Period: 1/1/2023 to 3/31/2023

Page: 3
3/24/2023
10:51 am

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
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Heikki Lunta Financials
To Date as of March 31, 2023

<i>Revenue</i>	Actual to Date	Budget
Sponsorships Received	\$24,825.00	\$24,275
Rail Jam Ticket Sales	\$610.00	\$1,000
Total Cash Revenue	<u>\$25,435.00</u>	<u>\$25,275</u>
 <i>Cash Expenditures</i>		
Double Trouble Entertainment	\$3,015.50	\$3,015
Marquette County Health Dept. - Food License	\$0.00	\$45
City of Negaunee - Fire Permit	\$10.00	\$10
Spielbauer Fireworks	\$3,800.00	\$4,000
Miscellaneous Supplies	\$535.25	\$650
Miscellaneous Printing	\$646.07	\$500
City of Negaunee - Sr Center Rent for GINCC	\$150.00	\$0
Swag - Noise Makers	\$342.18	\$350
Porta Potties	\$800.00	\$750
Signs Now	\$1,428.12	\$1,100
MMSP National Ski Patrol	\$1,000.00	\$1,000
Photographer - Ruffa Violatta	\$600.00	\$600
City Labor	\$4,852.43	\$500
Ultra Construction	\$2,885.00	\$0
The Compound	\$4,423.50	\$3,000
Total Cash Expenditures	<u>\$24,488.05</u>	<u>\$15,520</u>
Accounts Payable:		
Total Revenue over Expenditures	\$946.95	\$9,755
DDA Budgeted Funds	\$1,500.00	\$1,500
2022 Event Beginning Balance	\$1,040.72	\$1,041
2023 Event Carry Over	<u>\$3,487.67</u>	<u>\$12,296</u>



LOCAL GOVERNMENT ENTITIES

2023 Rate Schedule

SCHEDULE A: Base License Fee

Population Size			Base License Fee
1	to	50,000	\$420.00
50,001	to	75,000	\$840.00
75,001	to	100,000	\$1,008.00
100,001	to	125,000	\$1,345.00
125,001	to	150,000	\$1,680.00
150,001	to	200,000	\$2,185.00
200,001	to	250,000	\$2,686.00
250,001	to	300,000	\$3,195.00
300,001	to	350,000	\$3,697.00
350,001	to	400,000	\$4,202.00
400,001	to	450,000	\$4,702.00
450,001	to	500,000	\$5,209.00
500,001	and over		*** \$6,384

*** \$6,384.00 plus \$500 for each 100,000 of population above 500,000 to a maximum fee of \$84,004.00

SCHEDULE B: Special Events

The rate for Special Events shall be 1% of Gross Revenue.

"Special Events" means musical events, concerts, shows, pageants, sporting events, festivals, competitions, and other events of limited duration presented by LICENSEE for which the "Gross Revenue" of such Special Event exceeds \$25,000.

"Gross Revenue" means all monies received by LICENSEE or on LICENSEE'S behalf from the sale of tickets for each Special Event. If there are no monies from the sale of tickets, "Gross Revenue" shall mean contributions from sponsors or other payments received by LICENSEE for each Special Event.

SCHEDULE C: State Municipal and/or County Leagues or State Associations of Attorneys

The annual license fee for LICENSEES who are legally organized as state municipal and/or county leagues or state associations of municipal and/or county attorneys shall be \$420.00.

License Fee for Year 2024 and Thereafter

For each calendar year commencing 2024, all dollar figures set forth in Schedules A, B and C above (except for \$500 add-on for populations of 500,001 or more) shall be the license fee for the preceding calendar year, adjusted in accordance with the increase in the Consumer Price Index - All Urban Consumers (CPI-U) between the preceding October and the next preceding October. Any additional license fees due resulting from the CPI adjustment shall be payable upon billing by ASCAP.

ASCAP

Toll Free: 1-800-505-4052

E-payment Websites: <http://www.ascap.com/mylicense> or <http://www.ascap.com>