

Munising Downtown Development Authority
Minutes of Meeting
January 20, 2021
Video Conference on Zoom due to Covid-19 Pandemic

Members Present: Travis Cross, Rick Bowerman, Tom Hall, Jackie Reynolds, Cori Cearley, Debbie Nedeau joined at 8:03

Members Absent: Dale Immel (e), Pat Gariepy (e), Mike Nettleton (e)

Others Present: Kathy Reynolds, Pat Sanderson, Jaymie Depew, Devin Olson

Call to Order: The meeting was called to order by Travis at 8:01 a.m.

Approval of Agenda: Tom made a motion to approve agenda, Rick supported. **The motion passed.**

Public Comment:

a. Barry Hoover: Barry Hoover is interested in acquiring façade grant funding for improvements to his property on West Superior at Spruce. He has a new tenant, an accounting firm, that is currently renting the space and is looking to hire three locals. Barry has already done renovations on the interior and would like to fix up the outside of the building. He tried to apply for funding last spring, but with all the contractors being so busy he was unable to get bids on time for the application. He would like to know if any façade grants are going to be offered again this year. Travis advised Barry that if no decision is made today it will be made next month. Barry will be advised of whatever action is taken today. Barry logged off at 8:06.

Approval of Meeting Minutes for December 16, 2020: Cori made a motion to approve the minutes as presented, Debbie supported. **The motion passed.**

Approval of Bills for Payment:

a. HTC	Phone land line	\$40.36
b. Kathy Reynolds	Cell phone data pkg.	\$50.00
c. Cranking Graphics	4 th Qtr. 2020 Website Maintenance	\$6.67
e. Embers Credit Union-cc	Postage	\$70.00
d. Munising News	Ad: New Year's Safety Page 35.00	\$66.50
	Ad: Xmas Greeting (50/50) 31.50	
e. GMBPCD	3 rd Quarter Contribution	\$23,736.00

Kathy and Pat discussed the new quarterly contribution. The amount this quarter is different, as January is at the old rate and Feb and March are at the new rate. The board approved \$3,524 annually for Jaymie's benefits, but with the calculations for taxes and fringes it comes out to less than \$700 per quarter.

Rick made a motion to pay the bills as presented, Jackie supported. **The motion passed.**

Budget: The board received the December financial reports, no action is needed or taken. Travis asked about the Property Tax collected and wanted to know if 82.58% is typical in December. Devin said he can look at the number, but the audit is not yet complete. Travis also asked about the Bond Principal and Interest, Devin explained that the amounts budgeted were based on numbers from last year and typically principal goes up and interest goes down every year.

Old Business: At the last meeting Travis had inquired about the repair cost for the light at the west end Welcome sign. Kathy checked with Imperial Electric and someone had run over the light. Regarding the ALTRAN invoice from last month, Kathy talked with Jennifer and told her the DDA would not be paying the finance charge. Jennifer said she would inform her board. Kathy went on to discuss a meeting she had with Jennifer, Cori, Devin and Pat Sanderson regarding the status of the **ALTRAN Transfer Station**. Kathy explained that the purpose of the meeting is to get it open and keep it open. We have an estimate from SCI Maintenance for cleaning and are waiting on other estimates. Kathy said she explained to Jennifer that we are in

this together to try and solve the issues and keep the building open. Neither the DDA nor the City want to or will take possession of the building. Kathy said ALTRAN received grant funds for the building and it is theirs. Devin reported that ALTRAN is responsible for insuring the building. They do not have insurance and have not had insurance for two years. Cori said the Munising Visitors Bureau (MVB), and everyone else, is aware that tourists use the restroom and the MVB would like to see it open and would probably help with costs. Kathy also said we could have the DDA gardener help with the grounds. Devin will follow up with Jennifer regarding the insurance. Devin said the city is not liable and the agreement states that ALTRAN is responsible for insurance. Kathy said the building is a public service to the downtown as a public restroom. Cori and Kathy agree that since a conversation has been started, the different entities will move forward to getting the issue resolved.

New Business:

a. Façade Grants: Kathy and Pat Sanderson went over the spreadsheet of projects and explained that we currently have balance of a little over \$9,800 in façade grants for 2020/21 that has not already been approved for projects. These are projects that need to be completed by June 1, 2021, so they can be paid by the end of the fiscal year. Kathy said we could open it up again now for applications with projects to be completed by June 1, 2021 and this would allow for more projects this spring. Cori made a motion to offer the remaining \$9,800 budgeted for façade grants for this fiscal year, Debbie supported. **The motion passed.**

Other Business: None

Executive Director's Update/Partnership Update: Kathy said the video filming will be taking place for the Madigan's Hardware video recognizing the Business of the Year award from the GMBPCD for last year. (Discussed at the December meeting). Michigan Works will have Jaymie on board for the benefits package effective February 1. Kathy spoke with Deanna Boyak and the Fuzzy Boyak Memorial Fund will be covering the costs for the new mural at the Sheriff's Department. The City Commission approved the new murals to be placed on the west side of the bathrooms at Bayshore Park. Kathy said there are a couple of new grants out for restaurants, bars, entertainment venues and also a grant for employees of those types of facilities. There is also another Survival Grant that the GMBP will be working with Invest UP to facilitate. This one has a maximum of \$20,000 per business allowed. Kathy said we will be looking at the applicants as they come in and contacting businesses we believe could benefit that have not applied. Kathy and Devin have had discussions with a local group trying to get an electric car charging station installed in the area. BLINK is a new possibility to investigate to keep costs down. The GMBPCD has applied for PPP. This would only be for the GMBPCD portion of payroll, not the DDA contribution. Kathy said the GMBPCD budget looks good. There is other contractual work that is making up for lost income due to such things as Pictured Rocks Days being cancelled in 2020. Travis asked Kathy for her opinion on the economic health of the community. Kathy said that other than Camel Riders closing permanently, she feels most businesses had a great summer which is helping them through these tough times. Although bars are taking a big hit, November and December are typically slow for restaurants. The current no snow situation is not COVID related. Businesses need to be pro-active with grant opportunities and be innovative with new business practices and endeavors. All indications are that tourism will be good again in 2021, possibly a little less than 2020, but still strong.

City Manager's Report: Devin reported that the night shift has started and the snow is finally here. The new trackless blower is being used and working well. He thanked the DDA for their help in procuring it. UPEA is working on putting together numbers for mill and overlay on the downtown streets. Work continues with Wright Electric on updates for the downtown streetlights. The audit is being completed and appointments have been made for city employees to get their COVID vaccines. The ice arena is closed for the season. There was comment at the last City Commission meeting by residents on Nestor Street regarding traffic issues with visitors to Tannery and Memorial Falls, owned by the Michigan Nature Association. Devin said the City will probably upgrade signage in the area.

Round table: None

Adjournment: Rick made a motion to adjourn at 9:09, Debbie supported. **The motion passed.**

Next meeting: February 17, 2021