

Munising Downtown Development Authority
Minutes of Meeting
November 6, 2019

Members Present: Dale Immel, Rick Bowerman, Travis Cross, Tom Hall, Pat Gariepy, Jackie Reynolds, Debbie Nedeau

Members Absent: Rod DesJardins (e)

Others Present: Kathy Reynolds (via phone), Pat Sanderson, Jaymie Depew, Devin Olson

Call to Order: The meeting was called to order by Dale at 8:01 am.

Approval of Agenda: Rick made a motion to approve the agenda as presented, Pat supported. **The motion passed.**

Public Comment: None

Approval of Meeting Minutes for October 16, 2019: Pat made a motion to approve the minutes as presented, Rick supported. **The motion passed.**

Approval of Bills for Payment:

a. Kathy Reynolds	Cell Phone Data Pkg.	\$50.00
b. Munising News	Ads: Fire Prevention, Holiday Façade Grants, Halloween Fun Guide	\$252.50
c. HTC	Phone Land Line	\$40.15
d. Madigan's Hardware	Supplies: Tools	\$31.98

Pat made a motion to pay the bills as presented, Debbie supported. **The motion passed.**

Budget:

a. Local Community Stabilization Share: The DDA received a check for \$1,785.39. Devin explained that this is a replacement for the Personal Property Tax that the DDA was receiving.

Old Business:

a. Event Funding Request – Rekindle the Spirit: The GMBPCD requested \$500 for Rekindle the Spirit. Travis said that he knows \$500 doesn't cover all the costs associated with the event. Kathy explained that the GMBPCD gets business sponsorships to help cover the costs and the event is not a money maker for the GMBPCD. They try to break even or stay out of the red. Kathy further explained that there are two posters, one for the event itself and the other for the Grand Giveaway. Prizes and monetary donations that are used to buy prizes are donated for the Grand Giveaway. Everything for Rekindle is run by the GMBPCD and it's run through their budget. Travis made a motion to approve the \$500 in funding to the GMBPCD for Rekindle the Spirit, Jackie supported. **The motion passed.**

New Business:

a. LMI Survey – Letter of Intent: The board received a letter Kathy drafted to the City Commission whereas the Munising Downtown Development Authority is requesting the City of Munising request the Michigan Economic Development Corporation (MEDC) a Notice of Intent to perform an LMI (Low to Moderate Income) survey of the City of Munising. Kathy explained that there needs to be a reason to request the survey and both the DDA and City would like to qualify and use various MEDC façade grant and other infrastructure grants that they would qualify for if deemed LMI. Kathy explained that we were originally going to survey just the DDA district, but that is no longer allowed by MEDC. The current 50.47% rating we have comes from HUD and US Census numbers. Devin stated that HUD uses broad numbers and we would get more accurate numbers with a survey. Devin and Kathy are confident we would qualify at the 51% threshold. Any survey still needs to be certified by a third party. The survey would take place within the next few months and there is no change in what CUPPAD is

charging to perform the survey. We need a vote to approve the letter for the City Commission to request the Notice of Intent. Pat made a motion to approve the letter, Debbie supported. **The motion passed.** Travis asked if anyone has reviewed the HUD data and Devin said he believes the data is not specific enough.

b. MEDC Strategic Plan: The board received a handout from MEDC regarding a strategic plan. Kathy said MEDC had discussions with large and small communities state-wide (including Munising) to get feedback on what they would like to see moving forward with MEDC. The portion of the state budget regarding Pure Michigan funding is still unresolved.

Other Business: None

Executive Director's Update/Partnership Update: Kathy is currently at the Michigan DDA Conference in Holland. She recently attended the Michigan Festival and Events Conference and the Iron County Economic Summit meeting. Plans are underway for Rekindle the Spirit. As stated earlier, Pure Michigan funding is still unresolved. Kathy stated that no Munising businesses receive funds from Pure Michigan, but Munising definitely benefits from the Pure Michigan campaign. The Dog Park is basically done. The lights at the east end Welcome to Munising sign are being finished. UPPCO covered the costs of boring under M28 and putting in the major electrical. Deanna Boyak covered the costs for the electrician to finish and install the lights. The Holiday Inn Express will be covering the electric bill for the west end sign and the GMBPCD will cover the electric bill for the east end sign. Kathy said the mural on the side of Madigan's Hardware has a tear in it. Signs Now contacted the manufacturer and they will replace it at no cost. The GMBPCD is finishing the MMH Health Care Needs Assessment. Jaymie has been doing a lot of research for the assessment and 127 people took the online survey.

City Manager's Report: Devin reported that Vicki Ballas and Chris Berry were elected to the City Commission yesterday. Kathy discussed the section of alley where "Art in the Alley" is installed. She has asked permission from the City Commission to keep the alley closed for the winter. Devin and the DPW would like that as well, as plowing that alley is difficult. They would be able to keep it open with a snow blower and people would still have access to walk thru. The art has been removed, the fencing would remain and possibly get decorated for winter and the metal arches would be removed and replaced with something else to block access with vehicles. The City Commission will receive the LMI Letter of Intent tonight. City paving projects will be finished this week. The Planning Commission is recommending some changes on the zoning map.

Round Table Discussion: Dale discussed the vacant board seat we need to fill. There is no time constraint on filling it. Dale also brought up the matter of the light agendas and the need for two monthly meetings. The board agrees that we can eliminate the first Wednesday meeting for the time being, unless a special meeting needs to be called. The next board meeting will be December 18th. Kathy will look into a holiday get-together and email the board. Dale also asked for an update on the MMH CEO position. Kathy said there was an interim CEO for a few months, and with no permanent CEO hired, John Reynolds was hired as the current interim CEO. There has been a new CFO hired and he will be starting in the next few weeks.

Adjournment: Pat made a motion to adjourn at 8:44 Debbie supported. **The motion passed.**

Next meeting: December 18, 2019