

Munising Downtown Development Authority  
Minutes of Meeting  
November 9, 2022  
Fuzzy Boyak Welcome Center, 8am

**Members Present:** Dale Immel, Pat Gariepy, Tom Hall, Debbie Nedeau, Travis Cross, Angela Gerou, Cori Cearley, Rick Bowerman arrived at 8:03

**Members Absent:** Mike Nettleton (u)

**Others Present:** Kathy Reynolds, Pat Sanderson, Devin Olson

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

**Approval of Agenda:** Cori made a motion to approve the agenda, Debbie supported. **The motion passed.**

**Public Comment:**

**a. Rod DesJardins - Letter of support for Munising Marketplace:** Rod is requesting a letter of support from the DDA for the Munising Marketplace development project on the corner of Superior St. and Birch St. This is an \$18.7 million dollar project set to begin construction in the spring 2023. This development includes an undetermined anchor business, retail space and year-round workforce housing consisting of studios and a mix of 1, 2, and 3-bedroom apartments. Housing will be market-rate as set by the state. It's questionable what market-rate housing currently is in Munising. Rod said that the hurdles have been crossed and currently there are just formalities that need to be met. The DDA would still have to approve any Brownfield TIF capture. The board received a copy of the letter of support drafted by Kathy Reynolds. Cori made a motion to approve Kathy signing and sending the letter of support as presented, Travis supported. **The motion passed.** Rod left at 8:12.

**Approval of Meeting Minutes for October 19, 2022:** Pat made a motion to approve the minutes as presented, Angela supported. **The motion passed.**

**Approval of Bill for Payment:**

a. HTC	Phone land line	\$40.43
b. Kathy Reynolds	Cell phone data pkg.	\$60.00
c. Imperial Electric	Streetlight installations	\$1,900.00
d. Miller, Canfield, Paddock and Stone	Bond counsel for Superior St Project	\$7,000.00
e. TDS Media Direct	Ad: In-room directory (50/50)	\$150.00
f. ALTRAN	Annual Contribution for Superior St Station	\$1,644.90
g. Madigan's Ace Hardware	Zip ties for holiday banners	\$17.98
h. GMBPCD	GoDaddy: domain names	\$141.02

In 2013 the DDA agreed to provide \$3,000 annually in monetary support to ALTRAN for the operation of the Superior St Station. Kathy spoke with Paige Eaton (ALTRAN) as they were originally set to have the building closed for the winter. They will now stay open with limited hours for the winter. Travis made a motion to pay the bills as presented, Rick supported. **The motion passed.**

**Budget:**

**a. October 2022 financials:** The board received the September 2022 financials for review and discussed some line items.

**b. Budget adjustment for Superior St Project Costs:** Dale discussed the Cash and Project Cash Balance Asset accounts on the balance sheet. We need to make a budget adjustment to those line items. Cori made a motion to transfer \$517,810.09 from account 494-000-001.002 Project Cash Balance to 494-000-001.000 Cash to cover expenses for the Superior St Project, Angela supported. **The motion passed.**

Devin noted that there will be approximately \$338,000.000 in Cash before any of today's bills are paid and paying other outstanding costs for the project (including possibly retainage) and that the project came in about \$70,000.00 less than what was planned.

**Old Business:**

**a. Munising School Public Library:** There has been no response from the library.

**b. Superior Street paving update, clean-up and parking striping:** Kathy and Dale spoke with Coleman Engineering regarding Bacco not addressing any of the clean-up or striping issues. Yesterday there was a worker out taking care of some of the clean-up, however, the striping issue has still not been addressed and Bacco said some clean-up will need to wait until spring.

**New Business:**

**a. Pay Request #3 (Retainage) for Superior St/Downtown Resurfacing Project – Pay to: Bacco Construction \$34,472.91:** We still don't have a final invoice for the retainage and do not know the exact amount, which Bacco now claims could be more. Given the fact that the work is not complete, and a final amount agree on, no action is taken.

**b. Funding Request from GMBPCD for Rekindle the Spirit Grand Giveaway:** The board received a \$500 request from the GMBPCD for the Rekindle Grand Giveaway. Kathy explained that this is a different event than Rekindle the Spirit on Dec 1. The Grand Giveaway is the event that supports people for shopping local and runs for about three weeks. It is advertised and promoted separately. The board will take the request under advisement and a decision will be made at the next board meeting.

**c. Fall façade grants:** The façade grant program was reopened with a deadline of Oct 28. We received an application from the Moose Lodge and several for three of Bill Ramsey's properties. The board was emailed all the applications and received a spreadsheet with all the currently approved grants and the new grants. The Façade Grant budget was discussed, as well as how important this program is to the downtown. Cori made a motion to approve the grants presented for a total of \$12,700.78, Travis supported. **The motion passed.** Grants are approved as follows:

Moose Lodge	South	Approved up to \$1,636.52
PR Gifts/Munising Hospitality	North	Approved up to \$687.50
PR Gifts/Munising Hospitality	East	Approved up to \$475.00
PR Gifts/Munising Hospitality	West	Approved up to \$162.50
Dogpatch	South	Approved up to \$2,284.25
Dogpatch	East	Approved up to \$1,225.00
Dogpatch	North	Approved up to \$2,346.75
The Gift Station	South	Approved up to \$1,150.76
The Gift Station	North	Approved up to \$232.50
The Gift Station	East	Approved up to \$2,500.00

Pat Sanderson will contact the businesses and let them know how much they are approved to receive and remind them of the details. Bill Ramsey will be advised to apply for Flower/Beautification grants to help with the flower boxes that are not being covered on these grant applications.

**Other Business:**

Regarding the Munising Marketplace development, Pat asked what this \$18.7 million dollar project is bringing to the DDA and how much the DDA could lose on TIF capture. Kathy has asked Renovare to bring numbers to the DDA regarding Brownfield capture; how much are they looking for and for how long? The board agreed that we need to know the taxable value and decide what we want to do. Devin said the city can ballpark an estimate of the DDA tax capture for the project versus the empty lot. Kathy is on the Brownfield Authority board and said the developers are on the agenda in December but have not submitted any paperwork or figures that she is aware of. Dale will contact Renovare to try and get information and set up a meeting with the DDA for December 14 (the next DDA meeting and the same day as the Brownfield meeting).

**Executive Director's Update:** Kathy said she has met about a possible temporary workforce housing development at the Olson's building on Elm. There would possibly be 18 units or more (dorm style with shared

spaces). This would involve MEDC funding. The GMBP is currently helping to review two applications for USDA Rural Development Grants. Kathy just attended a conference for Michigan Festivals and Events in Port Huron. Plans for Rekindle the Spirit and the Grand Giveaway are moving along. The GMBP will be wrapping up work on the MMH Health Needs Assessment this month. She has a Brownfield meeting coming up regarding the Munising Marketplace and has meetings today with InvestUP at three local businesses. There are no official 2022 numbers yet from PRNL, but they are expected to be lower (closer to 2018 or 2019). Mackinac Bridge traffic was also down last summer.

**City Manager's Report:** Devin said a couple of projects are close to being done. City Hall was busy with the election yesterday and they have been working on the audit – which is going well.

**Round table discussion:** Kathy said she spoke with Joe at East Channel Brewing (ECB) and it looks like the Maritime Murals will stay in the alley near the new ECB building. The board agreed to move the December meeting to December 14, 2022.

**Adjournment:** Deb made a motion to adjourn at 9:21, Rick supported. **The motion passed.**

**Next meeting: December 14, 2022**