

Munising Downtown Development Authority  
Minutes of Meeting  
December 18, 2019

**Members Present:** Dale Immel, Rick Bowerman, Travis Cross, Tom Hall, Pat Gariepy, Debbie Nedeau, Rod DesJardins, Cori Cearley

**Members Absent:** Jackie Reynolds (e)

**Others Present:** Kathy Reynolds (arrived at 8:03), Pat Sanderson, Jaymie Depew, Devin Olson

**Call to Order:** The meeting was called to order by Dale at 8:00 am.

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

**Public Comment:** None

**Approval of Meeting Minutes for November 6, 2019:** Rick made a motion to approve the minutes as presented, Debbie supported. **The motion passed.**

**Approval of Bills for Payment:**

a. Kathy Reynolds	Cell Phone Data Pkg.	\$50.00
b. Munising News	Ads: Vets Day 50.00 Business Decorating Contest 57.75	\$107.75
c. Hiawatha Telephone Co	Phone Land Line	\$40.15
d. Imperial Electric	Lt Pole/Receptable Repairs Inv 2356	\$493.95
e. Denman's Hardware	Supplies	\$31.56
f. Madigan's Ace Hardware	Supplies	\$33.98
g. Superior One-O-Five	Business Decorating Contest 1 <sup>st</sup> Place 150.00 Holiday Façade Grant 250.00	\$400.00
h. Dogpatch	Business Decorating Contest 2 <sup>nd</sup> Place 100.00	\$100.00
i. South Bay Outfitters	Business Decorating Contest 3 <sup>rd</sup> Place 50.00 Holiday Façade Grant 250.00	\$300.00
j. UP Fabricating	Light Pole Access Covers Inv 22091	\$369.15
k. GMBPCD	3 <sup>rd</sup> Qtr. Contribution (January 15 <sup>th</sup> payment)	\$22,971.50

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

**Budget:**

a. November financials: The board received the November financials. No action needed or taken.

**Old Business:**

a. **DDA Public Meeting, Dec. 16<sup>th</sup>:** As per new state requirements effective Jan 1, 2019, a second DDA public meeting was held Dec 16<sup>th</sup> at 4pm at City Hall. No one from the public attended. Dale said that many of the goals on the 20-year plan have been completed. The board received a copy of the 20-year goals from 2013 (when the DDA Plan Amendment was done). Dale would like to have a planning meeting to come up with a list of updated goals. Kathy and Dale will plan a date and time for such a meeting. When asked for input, Devin stated

that following the 2020 MDOT road project there will be various downtown infrastructure projects that will need to be addressed, such as water/sewer upgrades, road resurfacing and sidewalk repairs.

**b. DDA Financial Reporting Requirement Submission:** Also, as part of the new state requirements effective Jan 1, 2019, a TIF District Annual Report is due by Dec 31 each year. Julie Johnson filled out the report and Kathy reviewed and submitted it to the state. Kathy will email a copy to the DDA board.

**New Business:**

**a. MMH Health Needs Assessment:** Munising Memorial Hospital contracted with the GMBPCD to complete an IRS required Health Needs Assessment for the hospital. The 54-page assessment was submitted to MMH last week. It is required every three years and this is the third time the GMBPCD has contracted with MMH to write the report. For public input there was a public meeting held (with one attendee) and an on-line survey with 124 respondents. Kathy discussed some of the findings of the report. MMH will now add their priorities and recommendations for the hospital, based on the report, before submitting it.

**b. Holiday Get-together:** Reminder to the board: there will be a get-together, with the GMBPCD board, on Thursday, Dec 19<sup>th</sup>, 5:30 pm at the Barge Inn.

**Other Business:** Cori Cearley was approved by the City Commission as the newest DDA board member (to serve out the remainder of Donna Grahovac's seat which expires 12/31/2022). The board welcomed Cori to the DDA.

**Executive Director's Update/Partnership Update:** Kathy discussed Rekindle the Spirit and the good turnout and business participation. This year we hit the \$2 million dollar mark for receipts turned in. Kathy did some visits with MEDC and the Dept of Rural Development at Neenah Paper, Timber Products and By George Brewing. Both Neenah and Timber Products are getting hit with the new tariffs. Neenah is revisiting the idea of putting in a dedicated gas line to replace the use of coal at the mill. Kathy and Devin have met with PRNL re: putting in a non-motorized trail to run from the triangle at M28/H58 out to the Munising Falls/Sand Point area. Devin said there would probably be an Iron Belle grant utilized to help with costs. Kathy is working on an MEDC Rental Rehab Grant project with John Madigan for the apartments over the Harley shop. Kathy reminded the board that the Pure Michigan campaign does not give money to private businesses for advertising.

**City Manager's Report:** Devin reported that the MDOT bid letting for the M28 2020 road project has been pushed to March 6. MDOT handles all the bid letting, the City is a partner. The DPW is now on nights to allow for plowing and hauling snow, this is about a month ahead of usual. The Planning Commission is working on the final draft of the Master Plan, this will be followed by two months of public comment and Devin would like the DDA to review it and give their input. They will also be working on a first draft for recreational marijuana. Devin said they are working on the letter of intent for the LMI survey.

**Round Table Discussion:** Rod met with the county board and told them that the City will not support bill 4590 (an additional hotel tax that the county wants to collect), unless a percentage goes to the City. The county board has appointed an Airport Committee and will form an Airport Authority.

**Adjournment:** Pat made a motion to adjourn at 8:52, Debbie supported. **The motion passed.**

**Next meeting: January 15, 2020**