

Munising Downtown Development Authority  
Minutes of Meeting  
February 12, 2020

**Members Present:** Rod DesJardins, Pat Gariepy, Travis Cross, Rick Bowerman, Debbie Nedeau

**Members Absent:** Dale Immel (e), Tom Hall (e), Jackie Reynolds (e), Cori Cearley (e)

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

**Call to Order:** The meeting was called to order by Rod at 8:02 am.

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

**Public Comment:** None

**Approval of Meeting Minutes for January 15, 2020:** Travis made a motion to approve the minutes as presented, Rick supported. **The motion passed.**

**Approval of Bills for Payment:**

a. HTC	Phone Land Line	\$40.03
b. Munising News	Ad: Polar Plunge	\$39.00
c. Kathy Reynolds	Cell Phone Data Pkg.	\$50.00

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

**Budget:**

**a. January financials:** The board received the January financials for review. No action is needed or taken. Kathy noted that Revenue is currently up from what was budgeted.

**Old Business:**

**a. Event Funding Request-Pictured Rocks Days:** The GMBPCD requested \$500 in funding for the event. Rick made a motion to approve \$500 in funding to the GMBPCD for Pictured Rocks Days, Pat supported. **The motion passed.**

**New Business:**

**a. Event Funding Requests-4<sup>th</sup> of July (3 requests):** The board received requests of \$500 each for Events at Bayshore Park, Fireworks, and the Parade. No one from the 4<sup>th</sup> of July Committee attended to present or answer questions. The DDA has always supported the 4<sup>th</sup> of July Committee with funding and there is \$7,000 budgeted for Event Donations. The board would like Ed Heribacka, or someone from the committee, to attend the next meeting to answer any questions. The funding requests are tabled until a representative is available to answer questions.

**b. Trackless Tractor:** The board received a quote from MacQueen Equipment for a new ribbon snow blower with sidewalk chute that the City DPW would like to purchase for next winter. The current equipment they are using is expected to make it thru this winter, but it needs to be replaced. It is the same width as the one they are currently using and will work on the current tractor. This quote is for the snowblower and chute attachments only, not a new tractor. Devin said they are hoping the DDA will pay half of the cost and are looking for a yes or no on funding to help with budget planning for the next fiscal year. He added that with the M28 road project it will allow for better snow removal next winter and result in fewer places that people will have to walk on the road instead of the sidewalk. The board agrees. No action is needed at this time and it will be worked into the budget for the next fiscal year.

**c. City Master Plan:** The board received a copy of the draft copy of the plan. It's a City Planning Commission statutory requirement. Devin is looking for input from the DDA. It's currently in the public comment period. Devin would like the DDA board members to read it over and share any comments with him.

Devin also stated that the resurvey for LMI was approved. The whole city will be surveyed and it will take about 6 months to complete.

**d. Façade Grant Funding:** Kathy explained that there was \$33,000 budgeted for Façade Grants and about \$18,000 in projects was approved. This leaves a balance of roughly \$14,000. Kathy said there are a few business owners that could possibly take advantage of these funds before the end of the fiscal year and would like the board to reopen applications for projects for the remainder of the fiscal year. Projects would need to be complete by mid-June to allow checks to be issued by June 30. Pat made a motion to reopen the period for façade grant applications to be accepted for fiscal 2019/2020 with grant dates to be decided by the director, Travis supported. **The motion passed.**

**e. Letter of Support-Harley Apartments:** Kathy discussed the MEDC Rental Rehabilitation Grant she is working on for the three apartments over the Harley-Davidson shop. From start to finish the grant application takes about a year. The application needs a letter of local support and she is looking for a letter from the DDA. The DDA would support the project by offering façade grants on two sides of the buildings for new windows. The applicant would be required to apply and be approved for a façade grant the same as any other applicant. Kathy explained that this would be the cheapest option. Travis made a motion to write a letter of support for potential façade grants for the project, Rick supported. **The motion passed.**

**Executive Director's Update/Partnership Update:** The board received some unemployment stats for the county from 2009-2019. Kathy said there has been a significant drop in unemployment over the 10-year period. Kathy discussed the possibility of Pure Michigan funding being approved in the state budget. Last year there was \$36 million in the budget for Pure Michigan; the current proposal is \$15 million. Kathy said Dave Lorenz was at the last Great Waters meeting and said hits on the Pure Michigan website dropped 30% on January 1. He estimates a possible 6% decrease in tourism statewide without the funding and is concerned that small communities that don't have funds to do their own promotions will see big hits. Kathy said she will be out of town next week with board meetings and the Pure Michigan conference. The Chamber Annual Dinner is scheduled for Tuesday, May 5<sup>th</sup> at the Moose Lodge.

**City Manager's Report:** As reported earlier, Devin said the LMI survey was approved. The M28 road project went out to bid last Friday. It is estimated the cost will be \$15-\$18 million.

**Round Table Discussion:** Rod said Cathy Pullen announced an airport meeting next week. The airport was on the County Commission agenda this past Monday and they discussed logging on the airport property, claiming the funds are needed to cover their costs for administration expenses concerning the airport. There are no known plans for development and no funds for operations. The next meeting is 10am on Wednesday, February 19 at the County Bldg.

**Adjournment:** Travis made a motion to adjourn at 9:02, Rick supported. **The motion passed.**

**Next meeting: March 18, 2020**