

Munising Downtown Development Authority  
Minutes of Meeting  
February 17, 2021  
Video Conference on Zoom due to Covid-19 Pandemic

**Members Present:** Dale Immel, Travis Cross, Rick Bowerman, Tom Hall, Jackie Reynolds, Debbie Nedeau, Mike Nettleton, Pat Gariepy, Cori Cearley joined at 8:02

**Members Absent:** None

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

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

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

**Public Comment:** None

**Approval of Meeting Minutes for January 20, 2021:** Travis 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. Munising News	Ad: Façade Grants	\$64.50
d. Imperial Electric	Capped wires for downed light fixture	\$75.00
e. GMBPCD	Holiday Cards & Ad Designs (50/50) 180.00	\$262.52
	Holiday Cards (50/50) 82.52	
f. Embers Credit Union-cc	Registration: Michigan Downtown Association	\$100.00
	Workshop (Pat and Jaymie)	

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

**Budget:** The board received preliminary financial reports for January 2021, no action is needed or taken. Kathy discussed the Property Tax Revenue that was questioned last month, as it is lower than budgeted. The City is finishing up their audit and working on adjustments. There is approximately \$55,000.00 to be added to the DDA Property Tax Revenue and there could possibly be other adjustments. Dale explained that when he and Kathy work on the budget for the next year the revenue numbers are supplied by Julie and she is usually conservative.

**Old Business:**

**a. ALTRAN Transfer Station:** Kathy, Dale, Cori, Devin and Pat Sanderson met with Jennifer regarding the ALTRAN transfer station. The DDA and Munising Visitors Bureau (MVB) want to work with ALTRAN and help with funding to get the building open. Dale had a conversation with Dan Malone (an ALTRAN board member) regarding the situation and Jennifer being unwilling to discuss opening the building. Dan said it would be discussed at the next ALTRAN board meeting. ALTRAN had a board meeting last night and Kathy has not heard from Jennifer on the outcome of that meeting. The DDA obtained and forwarded to Jennifer two proposals from outside agencies for cleaning and maintenance on the building and all parties attempted to discuss the situation and come to an agreement. At this point, things are at a stand still until we hear from ALTRAN.

**b. Spring Façade Grants:** At the last meeting we opened up new Spring Façade Grants for projects to be completed by June 1, 2021. We have given out a few applications, but so far have not received any. Barry Hoover is hoping to turn his in before our March meeting.

**New Business:**

**a. DDA Financials:** Dale had hoped to discuss the need for timely financial reports from the City with Devin, as we are currently only holding one meeting per month and we do pay a fee to the City for such things. Dale will discuss it with Devin and Mike will also.

**b. Stenciling Downtown Crosswalks:** Kathy was approached by Vicki Ballas re: stenciling designs on downtown crosswalks, as they do in Houghton. Vinnie or other volunteers would do the stenciling and the DDA would cover the costs for paint, stencils, and supplies. Kathy showed various design ideas. These would be on side streets, not on M28 or Superior. Kathy feels it could be done for under \$1,000 and has spoken with Devin about the idea. There was concern re: upkeep and maintenance. How long will they last or look good? Kathy will get more information, costs, locations, etc. and bring it to the board.

**c. Flower/Gardening Façade Grants:** Kathy discussed the idea of offering façade grants for outdoor flowers/gardening for the DDA; similar to the Holiday decorating façade grants. Probably a \$250 grant for a \$500 investment. Some businesses are utilizing outdoor seating and it would add to the aesthetics in the DDA. We would emphasize that they will need to be maintained and Mike discussed the need to keep the sidewalks safe and accessible. Kathy will bring an application to the board for approval.

**Other Business:** None

**Executive Director's Update/Partnership Update:** Kathy discussed the Survival Grants that the GMBP was involved in scoring with InvestUP. The GMBP has been able to be involved with 3 of 4 COVID related grant opportunities for area businesses. For the Survival Grant there were over 30 applicants from Alger County and 12 businesses were awarded grants from \$2,600 - \$9,000. Kathy expects there will be more grant opportunities coming. Michigan Works is finishing editing the video for Madigan's Hardware Business of the Year award. The GMBP will not hold an Annual Dinner this year. There will be a virtual annual meeting. Kathy has been asked to be on two more boards. She accepted a seat on CUPPAD and is considering Great Lakes Recovery. It requires a larger allotment of time. Kathy is currently the chair for UPEDA and they recently held their first virtual conference, which attracted the greatest number of attendees they have had for a conference. Kathy discussed a virtual training for service workers we would like to have. It would also involve the MVB and Pictured Rocks National Lakeshore. Cori said there is a great need for it and added that the MVB is currently redoing all of their printed materials. She also feels that the MVB App is a great tool that's underutilized. The GMBP is again offering a scholarship. This is open to anyone in Alger County with a 2.0 GPA. Kathy said she has been in many discussions lately with other communities that are trying to get their different entities to work together within their respective communities, as they do in Munising. The GMBP board decided on Monday to cancel Pictured Rocks Days for 2021. Not knowing what will be allowed for crowd sizes, if the Cruises will offer any free rides and other factors make it very difficult to plan the large event.

**City Manager's Report:** Mike reported that Devin is in a meeting this morning with MDOT re the M28 road construction for this year. With equipment and materials already in town, it is expected they might get an early start on the project this spring. The City has been busy plowing and have not had many problems with frozen pipes since the water/sewer project has begun. They are also seeing good numbers for water/sewer, due to the many repairs and replacements done last summer. Kathy commented on the good results of the City audit as discussed at the Monday City Commission meeting and commended the City for having a good balance in the general fund.

**Round table:** Rick asked if the ALTRAN Superior St Station is now insured. Dale said it currently is. Cori asked if Dan Malone was aware of any requirements from MDOT, due to the grant funding, for the building to be open. It sounds as though the ALTRAN board will be looking into that. Kathy suggested that anyone 65+ that has not gotten a COVID vaccine go on the LMAS website and get registered.

**Adjournment:** Rick made a motion to adjourn at 8:40 am, Cori supported. **The motion passed.**

**Next meeting: March 17, 2021**