

Munising Downtown Development Authority
Minutes of Meeting
April 18, 2023
Fuzzy Boyak Welcome Center, 8am

Members Present: Dale Immel, Mike Nettleton, Tom Hall, Angela Gerou, Travis Cross, Rick Bowerma, Cori Cearley, Pat Gariepy (left at 9:45)

Members Absent: Debbie Nedeau (e)

Others Present: Kathy Reynolds, Pat Sanderson, Jeff Hawkins (Fishbeck), Brice Burge (Munising Beacon), Rick Nebel (PSB), Rhonda Lassila, Jill Ferrari & Shannon Morgan (Renovare), Rod DesJardins

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

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

Public Comment:

a. Event Funding: Pictured Rocks Road Race – Rhonda Lassila: Rhonda presented a request for \$500 on behalf of the Munising Bay Trail Network that hosts the race. This is the 48th annual race. Funds will be used to purchase T-shirts that are given out. There have been 230-250 people registered the last few years. Munising Bay Trail Network took over the race in 2016 and it is their best fundraiser. The race begins and ends in Binsfeld Bayshore Park. The request will be taken under advisement and a decision will be made at the next meeting.

b. Event Funding: GMBPCD Annual Chamber Dinner - Kathy Reynolds: Kathy Reynolds presented a request for \$350 for the annual dinner on May 2. Kathy's presentation at the dinner also includes an update on DDA activities for the past year and some DDA business owners attend. Funds will be used for marketing. The request will be taken under advisement and a decision will be made at the next meeting.

Approval of Meeting Minutes for March 15, 2023: Pat made a motion to approve the minutes as presented, Angela supported. **The motion passed.**

Approval of Bills for Payment:

a. HTC	Phone land line	\$42.43
b. Kathy Reynolds	Cell phone data pkg.	\$60.00
c. Mike Stockwell	Qtrly. website maintenance	\$18.00
d. Display Sales	Banner hardware Inv 035387	\$1,723.00
e. Imperial Electric	Wiring issue by PSB Inv 2944	\$85.00
f. Embers Credit Union	Squarespace website renewal	\$168.00
g. The Mining Journal	Ad: Progress edition (50/50) 114.30	\$164.30
	Ad: Mustang champs (50/50) 50.00	
h. GMBPCD	4 th Qtr. Contribution 25,741.75	\$25,820.20
	Facebook boost Art in the Alley 13.45	
	Norton anti-virus (50/50) 65.00	

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

Budget:

a. March 2023 financials: The board received the March 2023 financial reports. No action is needed or taken.

b. 2023/24 Proposed Budget: The board received the proposed budget for our next fiscal year. Kathy explained that the breakdown for the small increase in administrative costs was emailed to the board. The small increase in estimated revenue is conservative. Many of the line items run the same as, or close to, what was budgeted for 2022/23. Cori made a motion to approve the proposed 2023/24 budget as presented, Pat supported. **The motion passed.** The proposed budget will go to the City Commission for approval.

New Business:

a. DDA Social District: The DDA received a rough draft for the newly proposed Munising Social District. The DDA was contacted by a Munising DDA commercial property owner and requested that a social district be established. Anything the DDA would do to set up a social district would need to be approved by the city and a public meeting would need to be held. The DDA would establish and manage the social district. The DDA would then apply and to be approved by the state and then any interested businesses must apply and be approved by the state before they can participate in the social district. The DDA sets the times and days, establishes rules, places signage, etc. The common district will be Binsfeld Bayshore Park. We are very early in the process and would not expect to begin operating until 2024.

b. All Vets Memorial: The DDA received a letter from the local chapter of the Vietnam Vets of America regarding funding for All Vets Memorial. The brick walls are crumbling, and they would like to remove the brick walls and replace them with aluminum ornamental fencing. The cost estimate is \$20,000-\$30,000. Rod DesJardins stated that the demo would be done by volunteers and hopefully the city. Marquette Fence Company will be doing the installation but don't currently know when they can get the fencing, due to supply issues. Rod said they have currently raised about \$10,000 (the MVB donated \$5,000), and Mike said the city is looking at donating some of their ARPA funds. Kathy said the funds could come from Placemaking in the budget. Travis made a motion to donate \$500 based on other funding requests and then rescinded it. Pat made a motion to donate \$1,000, Tom supported. **The motion passed.**

c. Fishbeck Professional Services Agreement: We have an agreement from Fishbeck to offer professional services regarding the Renovare development project for \$3,000. Jeff Hawkins has already been involved in meetings and emails to help the DDA understand the financials and details of the project. Dale reminded the board this project represents \$170,000 annually and \$4.2 million over 25 years. ** Cori made a motion to approve the Fish Professional Services Agreement for \$3,000, Angela supported. **The motion passed. ** These figures are not truly accurate and are addressed in the May 3, 2023, meeting.**

d. 2023/2024 Façade Grants: There is \$25,000 budgeted for 2023/24. The board members received a copy of the grant application. Devin has some suggestions on wording to conform with city requirements. He will work with Pat Sanderson on updating the application as needed.

e. 2022/23 Beautification Grants: The board members received a copy of the grant application. Last year \$5,000 was approved that would allow 20 grants @ \$250 each. Cori made a motion to approve spending up to \$5,000 for the 2022/23 Beautification Grants, supported. **The motion passed.**

f. Art in the Alley: Kathy said we have received several new submissions for Art in the Alley and we will also be using some of the previous pieces, that need to be reprinted after being used since 2018. We have limited each artist to a total of 10 pieces. Kathy said it shouldn't cost more than \$5,000. Cori made a motion to approve up to \$5,000 for updates for Art in the Alley, Angela supported. **The motion passed.**

g. Trash Cans: Kathy discussed the need for a few more blue trash cans for Bayshore Park. She gave costs for a couple of different sizes and quantities. Cori made a motion to approve the purchase of 5 55gal trash cans, Angela supported. **The motion passed.**

Old Business:

a. Event Funding: The Munising Bay Cruisers requested funding of \$1,000 for their car show in September. Cori made a motion to approve \$500 in funding for the car show, Rick supported. **The motion passed.**

b. Event Funding: The 4th of July Committee requested a total of \$3,850 in funding for 9 activities on the 4th of July. For many of these activities they are requesting 100% funding from the DDA. Pat made a motion to approve \$2,500 in funding for the 4th of July, Rick supported. **The motion passed.**

c. Renovare Development: Jill and Shannon from Renovare and Rod DesJardins joined the meeting. Dale said the DDA is not looking to vote on the project today. This is another meeting to gather information and get a better understanding of what the developers are planning and looking for. The board received a multi-page handout from Renovare. There is a timeline that shows a need for approved support from the DDA on May 17. This is a \$23 million project with the leveraged loan of \$4 million + \$3 million equity with the remainder coming from tax abatement, TIF capture, tax credits, other private investments and grants. The developers need the TIF capture to pay their debt service. Jeff Hawkins stated that some local funding could be negotiable, either on percentages or number of years. Rod said that the need for low-income housing has evolved into this proposed project for the needed middle-income housing. It can be investigated with the housing authority to see if low-income residents could be placed with incentives/vouchers to cover the gap. The old firehall development, which is tied to this housing project, is the #1 redevelopment project on the City Master Plan. Jill, Shannon and Rod left at 10:20.

The DDA will schedule a meeting on May 3 with Jeff attending to help further explain the numbers. Members are asked to bring any questions they may have to get things cleared up before we decide on May 17. Cori would like to include Tricia Downs from the Housing Authority to get further information on that point. The City Master Plan does include the need for affordable and workforce housing.

Other Business: None

Executive Director's Update: None

City Manager's Report: None

Round table discussion: None

Adjournment: Rick made a motion to adjourn at 10:29 a.m., Angela supported. **The motion passed.**

Next meeting: May 3, 2023