

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

Members Present: Dale Immel, Mike Nettleton, Travis Cross, Pat Gariepy, Cori Cearley, Debbie Nedeau

Members Absent: Tom Hall (e), Rick Bowerman (e), Jackie Reynolds (u)

Others Present: Kathy Reynolds, Pat Sanderson, Jaymie Depew, Devin Olson, Brian Buysse (City resident)

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

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

Public Comment: None

Approval of Meeting Minutes for April 21, 2021: Travis made a motion to approve the minutes as presented, Pat supported. **The motion passed.**

Approval of Bills for Payment:

a. HTC	Phone land line	\$40.41
b. Kathy Reynolds	Cell phone data pkg.	\$50.00
c. Madigan's Ace Hardware	Supplies	\$88.98
d. Ember's Credit Union-cc	Dog Waste Bags 108.89	\$306.89
	Crosswalk Stenciling Supplies 198.00	
e. Signs Now	Murals on west wide of Bayshore bathrooms	\$1,177.50
f. GMBPCD	Uline: Parking Stops (50/50) 254.39	\$308.64
	Signs Now: Acrylic for kiosk (50/50) 54.25	

Dale inquired about item #5- the Signs Now bill for murals. Kathy said the money was previously approved by the board. (It is in the minutes of the October 2020 meeting). Cori made a motion to pay the bills as presented, Debbie supported. **The motion passed.**

Budget:

a. April Financials: The board received the April 2021 financial reports. Dale said we are on track with the budget. Kathy added that budget adjustments will need to be done at the June meeting. The board will receive them prior to the meeting for review. No action is needed or taken.

Old Business:

a. Event Funding Request: Munising Farmers' & Artisans' Market – Requested \$500: Travis made a motion to approve \$500 in funding for the Munising Farmers' & Artisans' Market, Mike supported. **The motion passed.**

b. Event Funding Request: 4th of July – Requested for 4 events, total of \$1,500: Pat made a motion to approve \$1,500 in funding for the 4th of July Committee, Cori supported. **The motion passed.**

c. Event Funding Request: Munising Bay Cruisers Car Show – Requested \$500: Cori made a motion to approve \$500 in funding for the Munising Bay Cruisers Car Show, Travis supported. **The motion passed.**

d. Event Funding Request: APRD Concert in the Park – Requested \$500: Travis made a motion to approve \$500 in funding for the Alger Parks & Rec Concert in the Park, Debbie supported. **The motion passed.**

e. Veterans Drive Lighting: Kathy shared the bid from Imperial Electric to have lighting installed on Veterans Drive. Material and labor would be \$138,000. To add lighting up Maple from Veterans Drive to M28 would be an additional \$76,000. Kathy said she wanted to share the information with the board, but they may want to wait on considering the project until after they hear about the Superior Street repaving. Dale asked Kathy to inquire about the possibility of doing the project in stages. Mike asked why we are considering additional lighting for the

area as the cost seems prohibitive for the benefit. It is on the list of DDA 20-year goals. Dale said we will table it for future conversation.

f. Façade Grants: Pat Sanderson reported that we have received 5 applications for the Flower/Beautification Grants. The deadline is this Friday. Dale spoke with Border Grill re: limited parking there, they are not interested in the lot behind their building. Chris Conklin requested a façade grant application but has not turned it in or contacted the office.

New Business:

a. HTC Mural: Kathy talked with Jay Brogan re: the DDA mural on the side of the HTC building. They need it removed and reinstalled due to their building remodeling. The estimate from Signs Now is \$2,500. Dale spoke with Cami Conklin re: ownership of the mural, etc. The DDA owns the mural, but it was designed and installed specific to the communications business of HTC. There was also discussion of HTC applying for façade grant money. Dale came up with two options and presented them to Cami, pending DDA board approval. He suggested: 1) The mural could be removed and reinstalled on the HTC building with HTC and the DDA splitting the cost or 2) The DDA could remove the mural, use the frame with a new mural and install it in a different location. HTC would like to have the mural remain on their building. Kathy discussed the grant process, funding and location selection. She added that when the mural was put up, HTC was planning on remodeling their building but did not plan on any changes for that side of the building. They now have to install a door, as required by code. Kathy stated that the GMBPCD carries insurance on all the murals. There are currently no funds set aside in the budget for maintenance or repairs, though there are funds in Signs & Streetlights. Travis said he thinks splitting the costs with HTC seems like a viable option. Cori made a motion for the DDA to pay ½ the cost, up to \$1,250, for removing and reinstalling the mural on HTC's building, Debbie supported. **The motion passed.**

b. Lids for blue plastic trash cans: DPW contacted the office re: purchasing 12 domed lids for the blue plastic trash cans in Bayshore Park. They currently have wooden lids that DPW made. The cost would be about \$1,500. Pat made a motion to approve purchased 12 lids for the trash cans, Debbie supported. **The motion passed.**

c. Façade Grant – former Napa building: Pat Sanderson explained that Ed Hines has applied for a façade grant to paint all sides of the building and replace some doors. He may be turning the building into 3 separate retail spaces. There are currently no tenants. The board discussed that façade grants are contingent on active businesses being in the building or planning on moving in. As stated in the façade grant application: Must be an existing active business building or a building that will house a new active business. If a façade grant is awarded to a new business, the new business must remain active for a minimum of 90 days before the grant funds will be issued. We will invite Ed to attend the June meeting for further discussion. The board knows his intent, so there will be no issue with the deadlines or timing of the grant.

d. Grant application for Superior Street: Devin discussed the DDA and City applying for funds with MDOT for mill and overlay of Superior Street. Devin has two estimates and will work with the highest estimate that is about \$500,000. The grant would be for 50% of costs, up to \$250,000. The cost to the DDA would be about \$256,000. Devin explained that the application deadline is June 1. This would be a mill and overlay project. He added that there may be other avenues for funding that may also help. This is the first application deadline that's due. Debbie asked if we receive this grant can we qualify for others. Devin stated that it depends on the funding source. Such as, state funds cannot be used for a match for other state funds. The City needs a resolution from the DDA to move forward with applying for this grant and we can still apply for other funding opportunities. Pat made a motion to approve the DDA resolution, Debbie supported. **The motion passed.**

Other Business: None

Executive Director's Update/Partnership Update: Kathy explained the other murals we are working on for the east side of the bathrooms in Bayshore Park. She showed the board drafts of the murals and said we still need approval from the City. The design costs will be \$2,450 and the murals and installation will be \$2,750 for a total of \$5,500. Travis made a motion to approve spending up to \$5,500 for the murals on the east side of the bathrooms and finishing up the west side to come from Façade Grants, Mike supported. **The motion passed.** It is suggested to get pricing from other sign companies to be sure we are getting competitive prices.

Kathy reported that the kiosk workers will begin Memorial weekend. Pat Sanderson is currently back in the office and Jaymie will be in and out with sometimes working from home. Kathy continues with lots of virtual meetings that will be transitioning to hybrid in the fall. The County Brownfield meetings have resumed. Kathy has been attending the County Commission meetings. Some of the American Rescue funds are earmarked for economic development. She is also involved with a UP Housing Committed with Invest UP. Kathy has been working with

Claudia VanLandschoot and Jim Isleib re: a sprinkler system for the roundabout. The Richard Nebel grant will cover costs. The parking configuration at the office will be changing since we have a new driveway off of Maple. The office is open with people being admitted via the doorbell and we will ask them to wear masks. PRNL visitor centers remain closed and the MDOT visitor centers will not open until after the 4th of July. HNF has limited hours. We will be moving the kiosk that was located at Shipwreck Tours to the office and utilizing it outside.

City Manager's Report: Devin said the M28 road project is slightly ahead of schedule. There was recently some tree trimming and removal done in town in the City right of way to remove old and damaged trees. New trees were planted at the rate of 3:1 to replace the old. The City has been working on their new budget. They will receive \$200,000 - \$220,000 in funding from the American Rescue Act but will not be utilizing it in their budget. The funds can be used over a 5-year period.

Round table: Pat said he has been receiving complaints about the terrible condition of Chapel Rd. The MVB approved funding for dust control on Chapel Rd. Devin said he received a request from the Alger Co Road Commission for a letter of support re: funding for Chapel Rd. Cori will reach out to Bob Lindbeck to see what is being done. Dale mentioned the thank you letter the DDA received from the MBTN for funding for Pic Rocks Road Race. Dale said the County Commission is not taking any action to set up a special meeting re: their plan to not move forward with developing Hanley Airfield as an airport. Dick Bowerman will arrange a public meeting and invite the City Commission to attend to try and get the issue resolved. Travis asked about the old firehall development. Devin said he received a call from Renovare and they are still interested in the property, but the large project that was planned has fallen apart. Renovare is still pursuing a development on the lot across from Mazzali Agency. With the old firehall project there was a major issue with lack of parking. It seems that maybe Renovard didn't realize all the moving parts that needed approval to move the project forward. The announcement for a project at the sight was again probably premature. The board discussed the next meeting and if it will be in person or virtual. It is decided the meeting will be hybrid with those in attendance being spread out in the space up front and those wanting to attend virtually can attend via Zoom.

Adjournment: Mike made a motion to adjourn at 9:32, Cori supported. **The motion passed.**

Next meeting: June 16, 2021