

Munising Downtown Development Authority
Minutes of Meeting
June 21, 2023
Fuzzy Boyak Welcome Center, 8am

Members Present: Dale Immel, Mike Nettleton, Tom Hall, Travis Cross, Angela Gerou, Deb Nedeau, Pat Gariepy, Rick Bowerman

Members Absent: Cori Cearley (e)

Others Present: Kathy Reynolds, Pat Sanderson, Devin Olson, Hilary Ludeke, Amy Gramm

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

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

Public Comment:

a. Event Funding: Munising Farmers & Artisans Market-Hilary Ludeke: The market is requesting funding of \$500 to pay for insurance and help with signage and advertising. The board received a handout and Hilary mentioned the various funding programs available at the market (SNAP, EBT, etc.). Hilary is in her third year as the market master. There was discussion about the market being on the same night as Concerts in the Park. The vendors prefer to be in the pavilion, which would not be possible if the two were on the same night. The request will be taken under advisement and a decision will be made at the next meeting.

Approval of Meeting Minutes for May 17, 2023: Pat made a motion to approve the minutes as presented, Mike 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. Nagelkirk	Flowers- Roundabout 1628.92 Flowers: Downtown 3,200.31	\$4,829.23
d. Imperial Electric	2 Streetlights & Installation 30,091.00 Check all electrical at Bayshore Park 225.00	\$30,316.00
e. Signs Now	Art panels for Art in the Alley	\$3,017.00
f. GMBPCD	Facebook ads: Help wanted (50/50)	\$42.02
g. Bacco Construction Co	Superior St Paving: Retainage	\$4,472.91
h. 41 Lumber	Tools	\$87.99
i. Denman's Hardware	Supplies for hanging banners	\$41.46
J. The Mining Journal	Ad: Things to do guide (50/50)	\$213.50
k. Madigan's Ace Hardware	Supplies for banners/flags 192.92 Trash Bags 1015.00 Gardening supplies 170.33 Paint for "crosswalks" 73.96	\$1,452.21
l. Mike Stockwell	2 nd Qtr. Website Maintenance	\$368.00

Regarding the Imperial Electric invoice, we have received the insurance payment for part of the invoice. Devin said we are still trying to recoup the deductible. Rick made a motion to approve the bills for payment, Deb supported. **The motion passed.**

Budget:

a. May 2023 Financials: The board received the May 2023 financial reports. Dale said we will still have a good fund balance going forward even after the Superior Street paving project.

b. FYE Budget Adjustments: The board received budget adjustments Kathy is recommending. She said all funds will come from the Projects line (494-706-981.000)

Supplies	\$1,500.00
Professional Services	\$2,000.00
Bond Interest	\$3,200.00
Signs & Street Lights	\$26,000.00
Façade Improvements	\$11,000.00

Pat made a motion to approve the budget adjustments as presented, Mike supported. **The motion passed.**

New Business:

a. Façade Grants: The board received a recap of the façade grant applications received and were emailed the complete applications as received. Pat Sanderson gave a recap of the applications and suggested the façade grants for PR Inn and Suites and Little Peoples Day Care be approved and the Moose Lodge be denied due to no estimates being received as required in the application.

Pic Rocks Inn & Suites	North	Approved up to \$2,500.00
Little Peoples Day Care	North	Approved up to \$448.56
Little Peoples Day Care	East	Approved up to \$817.01
Little Peoples Day Care	West	Approved up to \$612.76
Little Peoples Day Care	South	Approved up to \$336.42
Moose Lodge	South	Denied
Moose Lodge	West	Denied

Angela made a motion to approve the PR Inn & Suites and Little Peoples as suggested, and deny the Moose Lodge applications, Mike supported. **The motion passed.** The application process was discussed as well as the low number of applications received this round. It is decided that the application window for 2023/024 is closed at this time.

b. Lawn mowing on M-28: Kathy discussed the grassy areas between the sidewalk and M-28 being the responsibility of the landowners to mow and many are not taking care of it. She spoke with Trudgeon Landscaping; they take care of our mowing at the office and mow our space between the sidewalk and M-28. A few of the board members are aware of their work and think they do a good job. Kathy would like to have them mow those sections on the north side from the roundabout to Harmon Law and on the south side from the roundabout to the former Cross Contracting building from now through fall. Pat made a motion to approve spending up to \$5,000 for the mowing, Mike supported. **The motion passed.**

c. UP Inspired, possible DDA liquor license: Kathy explained that UP Inspired contacted her regarding their applying for a DDA liquor license. This is a liquor license that is specific to that location and is non-transferable to another location. Amy Gramm (one of the owners) said they are currently only allowed to offer tastings, and this would allow them to serve by the glass. There was a question regarding if they would have to be open year-round as a requirement of this special license. Devin stated that they are still MLCC controlled licenses and would require a number of steps before being approved. There is currently no objection by the board and no cost to the DDA. UP Inspired will move forward with the process with the support of the DDA.

Old Business:

a. Event Funding, Munising Trout & Salmon Classic: Pat made a motion to approve funding of \$500 as requested, Tom supported. **The motion passed.**

b. Event Funding, Concerts in the Park: Rick made a motion to approve funding of \$500 as requested, Deb supported. **The motion passed.**

c. DDA Social District: Kathy explained that she sent the map and materials that have been completed so far to the MLCC to get their feedback. It appears our main commons area, Bayshore Park, will probably not work as a commons area as you must be able to walk out the door of an establishment directly into the commons area. Kathy has requested a zoom meeting to try and get answers and see what we need to do before moving forward.

d. Renovare Development: Neither Kathy nor Devin have received any updates. Devin said that the state is in final budget negotiations and Renovare could be waiting to hear about some of the funding.

Other Business: Dale informed the board that the GMBPCD gave bonuses to Kathy and Pat. The board talked about how great the roundabout looks and what an awesome job Claudia VanLandschoot and her group of volunteers do every year planting and maintaining it.

Executive Director's Update: Kathy said the gardening is almost complete. Renae Nelson has finished the large and small pots and is finishing up Art in the Alley. Kathy introduced Madora Sutherland to the board. Kathy said we have been very lucky and happy with our new hire, seasonal employees at the kiosk and the gardener. Kathy discussed the quarterly administration money the DDA pays the GMBP. We will do an adjustment for the new year to remove Jaymie and will bill the DDA monthly for 50% for Madora. The circus will be in town on July 7 for two shows. We had some rough weather with Pictured Rocks Days this year and Kathy thanked the volunteers that helped with set-up. Saturday the weather was okay, and the vendors did reasonably well, but many packed up on Sunday morning. The Shakespeare event was enjoyed by those that attended but was mired by cold and fog. Kathy is working with InvestUP to identify any commercial property that could be utilized as a daycare. These are properties the state is looking for and could be for purchase or lease.

City Manager's Report: Devin reported that Munising is now an RRC essentials community, after a long process. This would open up new funding opportunities for the city and DDA. The boat launch project will likely be a fall/spring project. The city is also working on some paving/water main work and the well house at Bayshore Park.

Round table discussion: Last week Concerts in the Park was moved to Gallery Coffee due to weather. This could be a nice alternative going forward. Devin reported that the street sweeper was broken but is now repaired.

Adjournment: Mike made a motion to adjourn at 9:06 am, Deb supported. **The motion passed.**