

Munising Downtown Development Authority
Minutes of Meeting
July 15, 2020
Video Conference on Zoom due to Covid-19 Pandemic

Members Present: Dale Immel, Travis Cross, Tom Hall, Rod DesJardins, Rick Bowerman, Jackie Reynolds joined at 8:02

Members Absent: Pat Gariepy (u), Debbie Nedean (u), Cori Cearley (u)

Others Present: Kathy Reynolds, Pat Sanderson, Devin Olson, Jaymie Depew, Sheena Malone, Chris Case

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

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

Public Comment:

Event Funding Request – Munising Car Show, Chris Case: The Munising Bay Cruisers are requesting \$500 in funding for their car show on September 19, 2020. Chris said they are following the same schedule as last year with a car cruise to Grand Marais on Friday afternoon and the show, held this year at Munising High School, on Saturday from 10am-3pm. They are considering having a shuttle from downtown to the high school to encourage guests to visit the downtown area. They are planning on 120 cars being entered this year. They plan on requiring masks and should have room to allow for social distancing. Chris logged off at 8:06. The board will take the request under advisement and a decision will be made at the next meeting.

Event Funding Request – APRD Concerts in the Park, Sheena Malone: Alger Parks & Rec is requesting \$500 in funding for 2020 Concerts in the Park. Sheena said there will be no Cooking Carberrys or Munising Farmers Market in conjunction with the concerts this year. They have only had one concert so far and did well with the social distancing. They have only had one band and the sound guy drop out; Kenny McNally is doing the sound this year. Sheena logged off at 8:07. The board will take the request under advisement and a decision will be made at the next meeting.

Approval of Meeting Minutes for June 17, 2020: Travis made a motion to approve the minutes as amended, Rick supported. **The motion passed.**

Approval of Bills for Payment:

a. HTC	Phone Land Line	\$40.20
b. Kathy Reynolds	Cell Phone Data Pkg.	\$50.00
c. GMBPCD	1 st Qtr. Contribution	\$23,295.00
d. GMBPCD	Phone System 80.95	\$242.74
	Office Supplies (50/50) 116.14	
	Mileage to drop off & pick up newspaper box in Negaunee (50/50) 45.65	
e. Cranking Graphics	Website Maintenance (April-June 2020)	\$214.00
f. Madigan's Ace Hardware	Gardening Supplies	\$147.64
g. Big Bros Prop Maintenance	Lawn Care (50/50)	\$55.00

Yesterday Kathy emailed the board the new breakdown of the quarterly contribution (listed above) based on the GMBPCD refinancing the mortgage and the salary increases. The other payments to the GMBPCD are reimbursements for funds already paid by the GMBPCD. Jackie made a motion to pay the bills as presented, Travis supported. **The motion passed.**

Budget:

a. June financials: The board received the June FYE budget reports. There was discussion regarding an adjustment made to the projected revenue. Normally adjustments for expenditures are approved by the DDA, but there are not usually adjustments made for revenue. Devin said he can send a comparison from last year on the balance sheet.

Old Business:

a. DDA Façade Grants: The board received a copy of the current façade grant application. There is currently \$55,000 budgeted for 2020/21, due to projects that were not completed in spring of 2020 for the 2019/2020 fiscal year due to COVID-19. The board decides to offer two rounds of applications for this fiscal year. Travis made a motion to approve the current application with a deadline of August 12 for round one, Jackie supported. **The motion passed.** The applications will be reviewed at the August 19 board meeting.

b. Munising Marketplace Development (old firehall project): Rod discussed the project that Renovare Development wants to do at the old firehall location and potentially encompassing a good portion of the block. There's a major need for a parking structure as part of the development and the need to finance it. Renovare will be negotiating with Dr. Adams, Dr. Winkler and the Moose Lodge for property for such a structure and feel they are very close in moving forward with the entire development. Rod made it clear that the DDA does not have the funding for such a parking structure, does not want to own it, or supervise or maintain it. Renovare will be back in town in August for a presentation to the DDA. Currently included in the development would be Shorts Brewery, various store fronts, a restaurant, public space and a 38-unit housing development (low income to market rate). Rod continued that it looks like they have funding in line and will be taking of some time-sensitive funding tied to COVID-19. Dale added that they need the DDAs involvement to allow the project to move forward; they are not looking for big money from the DDA. Rod stated that it needs to be compatible with the DDA plan and address the housing issue. It would also allow for needed public parking within the downtown and they already have good prospects for the retail spaces and restaurant. He emphasized that this would be "attainable housing". The parking structure would include at least 105 covered, indoor parking spaces and require no upfront monetary contribution from the DDA. Rod will advise the board of a possible meeting date.

New Business: The board received a copy of the DDA 20-year goals from the 2013 DDA Plan Amendment. Dale stated that many of the projects are complete or currently being addresses. On the list is the purchase of property for parking and development of a lot or structure. The Renovare project would address those projects, as well as renovate the old fire hall.

Executive Director's Update/Partnership Update: Kathy discussed the Michigan Restart Grants being offered by MEDC starting today with an application deadline of August 5. There will be \$4.5 million available for the 15 counties in UP. They will award 30% to minority, woman and vet owned businesses. Non-profits may apply, funds will be awarded in September and businesses must demonstrate they were affected by COVID-19. Applications are made directly to MEDC, but they will be shared with the economic development in the respective counties (GMBPCD for Alger County) on a weekly basis for review. Kathy can then contact anyone that applies that she feels needs to amend their application. The max available per business is \$20,000, but MEDC hopes that as many businesses as possible will be helped. InvestUP is the fiduciary agent for the funding.

There will be a public hearing for the Harley apartment project on July 20 at the American Legion. They will be receiving a CDBG grant and the GMBPCD is the grant administrator for the project. They will be applying for a DDA façade grant for the local support portion of the grant.

Kathy said there is again an issue with people camping overnight at Bayshore Park. Devin added that the City does have an ordinance prohibiting it, including on Veterans Drive. Kathy would like to purchase signs and the City would install them in the park. Dale said that as long as it's within her spending limit, there's no issue. Kathy showed the board renderings of the panels for the alley project that will run between Maple and Birch. Kathy said it might be complete and installed this fall.

Kathy said the information kiosk at Bayshore Park/City dock is not open and probably will not open this summer. She did not request funding from the DDA or Munising Visitors Bureau for this year.

City Manager's Report: Devin said the MDOT M28 road project is moving along well. There have been a few delays due to the heavy rains, but they are still on schedule. The Sand Point project has been moved to August.

The LMI survey is moving along with CUPPAD putting together the parameters. The intent of use for the LMI does not require including part-time residents in the survey. The Planning Commission approved a Recreational Marijuana Ordinance.

Round Table Discussion: Kathy said that Lynn Auto (that runs the Napa store in town) appears to be purchasing the Snyder Drugs building. The current Napa building is up for sale or lease.

Adjournment: Rick made a motion to adjourn at 9:16, Jackie supported. **The motion passed.**

Next meeting: August 19, 2020