

Munising Downtown Development Authority  
Minutes of Meeting  
January 16, 2019

**Members Present:** Dale Immel, Rod DesJardins, Pat Gariepy, Tom Hall, Travis Cross, Donna Grahovac, Debbie Nedeau, Rick Bowerman (via phone), Jackie Reynolds arrived at 8:02

**Members Absent:** None

**Others Present:** Kathy Reynolds, Pat Sanderson, Devin Olson

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

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

**Public Comment:** None

**Approval of Meeting Minutes for December 19, 2018:** Travis made a motion to approve the minutes as presented, Pat supported. **The motion passed.**

**Approval of Bills for Payment:**

a. Munising News	Ad: New Year's Eve Safety Page	\$35.00
b. Kathy Reynolds	Cell Phone Data Pkg.	\$50.00
c. HTC	Phone Land Line	\$40.14
d. UMCCU-Visa	Postage 87.50 Printer Ink 18.99	\$106.49
e. Cranking Graphics	Webpage Maintenance: Oct – Dec 2018	\$72.00
f. Imperial Electric	Repairs to downtown lighting	\$622.50
g. GMBPCD	3 <sup>rd</sup> Qtr. Contribution (Jan, Feb, March 2019)	\$ 21,623.67

Donna made a motion to approve the bills for payment, Pat supported. **The motion passed.**

**Budget:** The board received the December 2018 financial reports, which includes the 2017/18 audited numbers. Dale said we are on schedule with the budget six months into the fiscal year. Revenue is up; Julie is very conservative in her revenue estimates. Dale did question \$3028 in Misc. Expenses. \$2528 was a refund of property tax that was paid following a board of review change and \$500 was a contribution to the snow plowing at Family Dollar, as that lot is quite often used as a public parking lot. There was also some question regarding the \$19,269 that is listed as Depreciation under expenses for the audited year. This does not show up until the audit. The depreciation is for assets/projects (such as the Superior St Transfer Station, sidewalk improvements). Although it is listed as an expense, this is a non-cash expense. It is not budgeted for in the operating budget. Plants & Decorations and Signs & Streetlights are currently over budget, but there are funds in income (Donations and Grants) to offset the expenses.

**Old Business:** None

**New Business:**

**a. Elect Chair of the Board:** Although Dale Immel was elected Chair of the Board in 2010 and although it is not necessary in any statute for the chair to be re-elected at any time, Kathy and Dale thought it may be a good idea to elect a Chair of the DDA Board so it is current in the minutes. As Dale is beginning another four-year term, this is a good time. Rick made a motion to nominate Dale Immel as Chair of the Board of the Munising Downtown Development Authority, Debbie supported. **The motion passed.**

**Other Business:** None

**Executive Director's Update/Partnership Update:** Kathy said the murals are moving along to the painting stage. The mural for the HCI building is still pending HCI board approval. Rekindle the Spirit and the Grand Giveaway went very well. After 8 years we are only \$42,200 shy of hitting the \$2 million mark for receipts turned in. Ben will be on the road for most of February at trade shows for the MVB. Kathy has a meeting today with David Horne from PRNL and any possible ramifications of the government shutdown on Ice Fest will be discussed. She also has a meeting today with Marty Fittante (CEO of Invest UP). She is continuing to search out possible locations for the dog park and has spoken with the AC Animal Shelter about partnering with on the dog park. The MVB and Partnership are looking for a summer intern. The MVB would cover 2/3 of the approx. \$5,000 cost. Kathy said she met with a group re: possibly using some of the ArtPlace grant funds to revitalize community theater and revitalize Mather Auditorium. We need an organized performing arts group to push and organize events at Mather as it is currently underutilized. Kathy feels she can get additional funding for the performing arts. Kathy said the Chamber/Partnership is doing well with increased membership, planning for Pictured Rocks Days and the Annual Dinner being planned. Dale said there are many, many businesses that have been receiving a Chamber member discount through Auto Owners but are not currently members. Kathy has been contacting those businesses and has been recruiting new members that way. The board agreed to work on strategic planning and updating the long-term goals of the DDA at the second meeting in March.

**City Manager's Report:** Devin said the DPW is now winter operations. They are working on removing snow from the downtown. Some of the City projects for this year are being affected by the government shutdown. The H58 project will be delayed and the Sand Point project will be put off to correspond with the H58 project. Devin said the 2020 TAP grant is looking good for downtown lighting and the multi-use path. He has received positive feedback for both re: funding. MDOT is releasing plans for the round about at H58/M28 and there should be a public meeting regarding the project in February. Kathy said both County Brownfield meetings for the month are cancelled due to the government shutdown. They are awaiting word from the EPA about the remaining Brownfield grant funds.

**Round Table:** Donna asked Devin if there is a city ordinance forbidding handing out coupons and such on public sidewalks. Devin said there is not if it is done on public property. Donna commented on how impressive the MBTN trail is in Brown's Addition and recommends it for hiking. Kathy said she and Ben are attending a DNR meeting and a MEDC meeting tomorrow. Pat asked about the Interpretive Center being closed and about the grant funding re: job creation. Kathy said the grant was for blight elimination. The snowmobile event planned for March by Kenny McNally has once again been cancelled by Kenny McNally.

**Adjournment:** Rod made a motion, Debbie supported to adjourn at 8:54 am. **The motion passed.**

**Next meeting:** February 20, 2019