

Munising Downtown Development Authority
Minutes of Meeting
December 5, 2018

Members Present: Dale Immel, Pat Gariepy, Tom Hall, Rick Bowerman, Travis Cross, Donna Grahovac, Jackie Reynolds, Rod DesJardins, Debbie Nedeau arrived at 8:04

Members Absent: None

Others Present: Kathy Reynolds, Pat Sanderson, Ben Schimpf, Devin Olson

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

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

Public Comment: None

Approval of Meeting Minutes for November 7, 2018: Pat made a motion to approve the minutes as presented, Donna supported. **The motion passed.**

Approval of Bills for Payment:

| | | |
|---------------------------|---|----------|
| a. Deployed Technology | Decorating Contest: 1 st Place | \$150.00 |
| b. South Bay Outfitters | Decorating Contest: 2 nd Place | \$100.00 |
| c. Madigan's Ace Hardware | Decorating Contest: 3 rd Place | \$50.00 |
| d. Kathy Reynolds | Cell Phone Data Pkg. | \$50.00 |
| e. HTC | Phone Bill | \$40.14 |
| f. UMCCU-Visa | DPW Lunch | \$95.89 |
| g. Munising News | Ads: Holiday Dec Contest 114.10 | \$164.10 |
| | Ad: Vets Day 50.00 | |

Rick made a motion to approve the bills for payment, Tom supported. **The motion passed.**

Budget: The board received the October 2018 financial reports. Winter taxes have not been reported yet and the \$2,265 received from the Munising Visitors Bureau for half the cost of the new holiday decorations will also not show until the November financials. Kathy said everything is good with the budget and there is nothing else to report and no action needed.

Old Business: None

New Business:

a. Murals: Kathy showed the board sketches/rough drafts of the various murals that will be on two sides of Madigan's Hardware, on HTC's building, and on the side of Miss Good Stitch (M28/east side). The murals on Madigan's and HTC are being placed to draw foot traffic downtown. They are much more detailed and will include a write-up of what is depicted. They will take time to look at and are meant to be viewed while walking. The mural on Miss Good Stitch is not, and cannot be, something with much detail as people are looking at it while driving by on the highway. The Planning Commission has approved the plans for Madigan's Hardware and Miss Good Stitch, the mural for HCI has not gone before the Planning Commission yet. She hopes to have them installed by Memorial Day. All costs for these murals will all be covered by the Art Place grant and there are still funds for other projects, including the projects previously discussed for Grand Marais.

b. Downtown Light Pole Maintenance: Kathy discussed the issues we have had with the downtown light poles. Some lighting issues have been taken care of, but there are still repairs that need to be done. Kathy also discussed the remaining holiday banners and decorations that the City DPW workers need to hang. As the Munising Visitors Bureau has contributed funds this year for some new decorations, we need to make sure the decorations are put up. Devin said the DPW is doing what they can when they can and were put off schedule by the early and consistent snowfall. Devin also noted that UPPCO is currently installing LED lights on all the street lights on M28.

c. Public Act 57 of 2018: Kathy discussed the new reporting requests that the state has put in place for DDAs, as they are taxing jurisdictions. The state looks carefully at TIFs and does not want big fund balances. The new reporting requires certain documents to be available on a website. Kathy explained that most of the documents we currently have (such as minutes) will just need to be put on the website on an ongoing basis. We have 180 days from the end of our current fiscal year, so we will need to have the requirements complete by December 2019.

Other Business: Dale asked about Rekindle the Spirit; he heard very good things. Kathy explained that we had a very good turnout and 22 businesses were open for the evening, the most ever.

Executive Director's Update/Partnership Update: Kathy said she is currently working on a historical walk from the city dock through the downtown incorporating the Art in the Alley projects and the new murals. Kathy, Pat and Ben took lunch to city hall and the DPW workers. Kathy showed the board a Great Lakes Recovery Offender Success program brochure. It involves community service, mental health issues and substance abuse job training programs. Kathy had meetings this week with Vicki Schwab from MEDC at HTC and Timber Products. She also attended the Munising Township board meeting and discussed putting the dog park behind the pavilion in the park. They also asked for her help with a DNR grant to repair the damage at the board walk there. Kathy is also checking into the possibility of locating the dog park on the property with the Alger County Animal Shelter. Further research and discussion still need to take place. Kathy asked the board if they were still considering changing to one meeting per month for the winter. Rod made a motion to only have one meeting in January and February on the third Wednesday of the month, unless Kathy feels there is need for an additional meeting or the board decides to hold a strategic planning meeting, Debbie supported. **The motion passed.**

City Manager's Report: Devin said as the city is working on a burning ordinance: they currently don't have one. It would allow for backyard patio fire pits. The three DDA seats that are up for renewal (Dale, Tom and Donna) will go before the City Commission tonight. The city is also working on a grant for new boards at the ice arena. The hockey association will be covering the match. Jackie Reynolds left at 8:55 am.

Executive Session

a. Employee Benefits: Pat Sanderson and Ben Schimpf were asked to step out during discussion. The board returned to an open meeting and Pat Sanderson was asked to return to take minutes. Rod made a motion that the board approve up to \$5,000 per calendar year so the Administrative Assistant can receive benefits thru Upward Talent Council, Debbie supported. **The motion passed.**

Round Table: Rod discussed the lame duck session currently taking place in the state and the 120+ pieces of legislation expected to pass before Christmas. Devin said it looks like some will affect municipalities.

Adjournment: Rod made a motion, Rick supported to adjourn at 9:13 am. **The motion passed.**

Next meeting: December 19, 2018