DRAFT
Munising Downtown Development Authority
Minutes of Meeting
October 21, 2026
Fuzzy Boyak Welcome Center, 8 am

Members Present: Dale Immel, Chris Berry, Travis Cross, Debbie Nedeau, Pat Gariepy, Cori Cearley, Rick Bowerman, Angela Gerou

Members Absent: Tom Hall (e)

Others Present: Kathy Reynolds, Pat Sanderson, Michelle Harrison, Shawn Bosley, Jason Denman, Ana Dolaskie

Call to Order: Dale called the meeting to order at 8:00 am.

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

Public Comment:

a. **Event Funding Request: Roam Community Foundation, 6th Annual UP Voice:** Ana Dolaskie discussed the request for $500 in funding for the UP Voice, to be held on December 3, 2026 (the same night as Rekindle the Spirit). As in the past, there will be 20 contestants, raffles and a silent auction with proceeds benefiting the Roam Community Foundation. Doors open at 6pm and the contest begins at 7pm. After discussion regarding the timing in conjunction with Rekindle the Spirit taking place from 5:30-7:30 and some concerns in the past from the community, Ana said they will push the start time to 7:30. They will be doing a ticketed event and streaming the event online, both the same as last year. The board will take the request under advisement, and a decision will be made at the next meeting.
b. **Event Funding Request: Rekindle the Spirit, GMBPCD:** Kathy Reynolds requested $500 in funding and discussed the annual event that will take place on December 3, 2026. The board will take the request under advisement, and a decision will be made at the next meeting.
c. **Event Funding Request: Rekindle Grand Giveaway, GMBPCD:** Kathy Reynolds requested $500 in funding for the Annual event that rewards people for shopping locally for the holidays. All prizes are donated by Alger County businesses or purchased at Alger County businesses with donate funds. Last year over $12,000 in prizes were awarded and over $230,000 in receipts were turned in. The board will take the request under advisement, and a decision will be made at the next meeting.

Approval of Meeting Minutes for September 16, 2026: Angela made a motion to approve the minutes as presented, Deb supported. **The motion passed.**

Budget:

a. **September 2026 Financials**: The board received the September 2026 financials for review**.** No action is needed or taken regarding the budget.
b. **Embers Credit Union CD:** The current $250,000 CD at Embers CU will mature on 10/28/26. Dale explained the CD has currently earned over $10,000 in interest and the DDA is not in immediate need of the funds for a project. Kathy said the interest rate is currently 4.15 for a 12-month CD. Deb made a motion to reinvest the funds in another 12-month CD with Embers CU, Chris supported. **The motion passed.**
c. **Updated DDA Admin Cost Costs:** Based on MiWorks fiscal year, the board received updated administrative costs effective October 1, 2026. The current contract results are an increase to the DDA of $364 annually/$91 quarterly. MiWorks is reducing their contribution to the director's fringe benefits over the next five years to $0. Employees will remain under MiWorks for health insurance and other fringes. Travis made a motion to approve the new Admin Costs, Pat supported. **The motion passed.**

Approval of Bills for Payment:

a. HTC	Phone land line	$43.92
b. Kathy Reynolds	Cell phone data pkg. 70.00 Travel expenses 9/11-9/30/26 (50%) 100.57	$170.57

c. GMBPCD	Payroll for extra office staff in Sept 1,535.84 2nd Qtr. Contribution 26,380.00 A/C cover (50%) 11.87	$27,927.71

Rick made a motion to pay the bills as presented, Cori supported. **The motion passed.**

New Business:

a. **Funding request from City Police for body cams:** The board received a request from the Munising City Police for help with funding for body cameras. City Manager Michelle Harrison said this is not a requirement but will provide body cameras for the five officers. The board discussed how this fits into the DDA 20-year plan. Angela made a motion to provide funding to the Munising City Police at a rate of $2,000 per year for five (5) years, Debbie supported. **The motion passed.** The City Police will be required to invoice the DDA annually for the funding. It will be paid from Professional Services.
b. **2026 Holiday Decorating Grants:** The board received the decorating grant application for this year. Pat Sanderson requested approval of $3,500 in funding (to fund 14 grants @ $250 each) for the grants. Cori made a motion to approve $3,500 for the holiday decorating grants, Angela supported. **The motion passed.**

Old Business:

a. **Quote for lift for banner/decoration installations:** Shawn Bosley (DPW) discussed the lift that will fit the loader the DPW already has. It can be used for putting up and removing the banners, flags and various decorations in DDA. The board discussed the cost of needing to pay for rentals a few times a year versus buying a piece of equipment. There is virtually no maintenance needed for the lift and the DPW already has the safety harnesses required. It is something that is needed immediately to remove the flags and banners that are currently up. Cori made a motion to approve purchase of the lift from Midway Rentals at the cost of $3,529.99 as quoted, Deb supported. **The motion passed.**
b. **Executive Director Search:** Kathy said the search committee will be meeting today following this meeting. They have received eight (8) applications so far, which isn't a lot, but it looks like there are some good candidates. The hope is to narrow it down today and pick some for virtual interviews. Dale would like the DDA board to have input on the final candidate. The hope is to get someone on board after the first of the year.

Other Business: None

Executive Director's Update/Partnership Update: The board received a copy of a new Alger County Business Resource Guide, as supplied by THE HUB. UP Irrigation completed winterizing the watering systems at Bayshore Park and the roundabout. Repairs at Bayshore will have to wait until spring. Kathy said to keep the Michigan Main Street program in mind. We are currently an "engaged community". The GMBP housing meeting a couple weeks ago included Habitat for Humanity. Alger County is covered by the Manistique office. There are a few people that attended the meeting that have some ideas and hope to make something happen in Munising. Plans for Rekindle the Spirit are underway. Kathy has talked with Police Chief Sheila Peters about having a police presence on Superior St this year to deter people from driving on the closed road. DPW is removing the trash cans, planters, benches and such this week and we will be removing the art from Art in the Alley. We will need to hold one of the required bi-annual DDA informational meetings in November.

City Manager's Report: Michelle reported that revisions to the master plan are underway. Michelle has resigned but will be here until sometime in December. Chris reported that the search for a new city manager is underway.

Adjournment: Rick made a motion to adjourn at 8:59 am, Chris supported. **The motion passed.**

Next Meeting: November 18, 2026