

**BYLAWS OF THE DOWNTOWN DEVELOPMENT AUTHORITY  
OF THE CITY OF MUNISING**

**ARTICLE I  
GENERAL STATEMENT**

**Section 1. General Powers.**

The City of Munising Downtown Development Authority established pursuant to Public Act No. 197 of the Michigan Public Acts of 1975, as amended, Act 57 of the Michigan Public Acts of 2018 and by the City of Munising Ordinance #2000-3. The DDA shall have all the powers which now or hereafter may be conferred by law on authorities organized under this act. The principal office of the corporation shall be at such place within the state of Michigan as the board of directors may determine from time to time.

**Section 2. Purpose**

The Purpose of this organization is to oversee the City of Munising Downtown Development Authority and related activities in accordance with Act 197 of the Public Acts of Michigan of 1975 as amended and Act 57 of the Michigan Public Acts of 2018, as such statutes may from time to time be amended, and particularly with the City of Munising to initiate projects and programs to halt property value deterioration and increase property tax valuation in the designated district, to eliminate the causes of deterioration, to promote economic growth and encourage expansion of commercial and industrial enterprises in the designated district.

**Section 3. Geographic Boundaries of the DDA District & Legal Description**

The geographic boundaries of the DDA District are depicted in the attached Appendix A.

**Legal Description:** The legal description of the Development Area within Munising, Michigan, is described as follows:

Beginning at a point on Munising Bay that is south of the Eden Lutheran Church property, then west to M-28, then southeasterly on M-28 to Hickory Street, then south on Hickory Street to Superior Street, then east on Superior Street to Spruce Street, then south on Spruce Street to the alley between Onota and Superior Street, then east along the alley to alley lying west of Elm Avenue (parallel to Elm Avenue), then south along that alley to Jewell Street, then east on Jewell Street to Elm Avenue, then north on Elm Avenue to Chocolay Street, then east along Chocolay Street to the alley lying east of Elm Avenue (parallel to Elm Avenue), then north along that alley to the alley between Superior and Onota Streets, then east along that alley to Cedar Street, then south on Cedar Street to Jewell Street, then easterly on Jewell Street to M-28, then south on M-28 to the LS&I Railroad right-of-way, then south along the LS&I r/w to the south City limits, then east along the City limits to that portion of the SW1/4 of the NW1/4 of Section 11 lying southwesterly of Cemetery Road, then northwesterly along Cemetery Road

to Prospect Street, then west on Prospect Street to the junction of Bodette Addition and M-28, then north along Bodette Addition to the junction of Anna River and Joe's Creek, then northwesterly along Joe's Creek to intersection of Joe's Creek, the northeast corner of Island View Addition and the LS&I r/w, then north along the LS&I r/w to M-28, then northwesterly along the LS&I r/w to a line that is the center line of Sec.2, T46N, R19W. Then north along that line to Munising Bay.

## **ARTICLE II BOARD OF DIRECTORS**

### **Section 1. Number and Qualifications**

The City of Munising Downtown Development Authority shall be under the supervision and control of a board consisting of the Mayor of the City of Munising and eight (8) members as appointed by the Mayor of the City of Munising subject to approval by the Munising City Commission. Five (5) of the members shall be persons having an interest in property located in the Downtown District. One (1) of the members shall be a resident of the Downtown District, and the other two (2) members shall be citizens at large. The members appointed shall serve a term of four (4) years. A member shall hold office until the member's successor is appointed.

### **Section 2. Vacancies**

An appointment to fill a vacancy shall be made by the Mayor of the City of Munising for the unexpired term only.

### **Section 3. Compensation**

Members of the board shall serve without compensation but shall be reimbursed for actual and necessary expenses.

### **Section 4. Chairperson**

The chairperson of the Board shall be elected by the Board.

### **Section 5. Oath**

Before assuming the duties of the office, a member shall qualify by taking and subscribing to the constitutional oath of office.

### **Section 6. Removal of a Board Member**

Pursuant to notice and an opportunity to be heard, a member may be removed from office for inefficiency, neglect of duty, misconduct, malfeasance, accumulation of 8 unexcused absences in a twelve (12) month period or 3 unexcused absences in a row, or any other good cause by a majority vote of the Munising City Commission as recommended by the majority vote of the City of Munising DDA board.

### **Section 7. Disclosure of Interest**

A member who has any interest in any matter before the DDA shall disclose his or her interest prior to the board discussion of the matter, which disclosure shall become part of the record of the official proceedings, and the interested member shall refrain from participation in the voting related to that matter, if a conflict of interest is determined by a majority of the board.

## **ARTICLE III MEETINGS**

### **Section 1. Regular Meetings**

The Board shall adopt rules governing its procedure and the holding of regular meetings, subject to approval by the City Commission. All meetings shall be held in the City of Munising, Alger County, Michigan. Special meetings may be held when called in a manner provided in the rules of the board. Meetings of the Board shall be open to the public and notice of meetings shall be in accordance with the Open Meetings Act (Act No. 267, PA of 1976).

### **Section 2. Quorum**

A majority of the members of the board then in office constitutes a quorum for the transaction of business at any meeting of the board provided, that if less than a majority of the members are present at a meeting there will be no majority, hence the meeting will not convene.

## **ARTICLE IV FINANCIAL MATTERS**

### **Section 1. Audit**

An annual audit will be made each year as part of the regular City audit.

### **Section 2. Expenses**

All expenses will be approved at a scheduled meeting, by the majority of the members. The chairperson will be given the authority to sign check requisitions and the City will process the payments.

### **Section 4. Accounting**

The fiscal year shall follow that of the City.

### **Section 5. Budget**

The DDA shall annually prepare a budget recommendation for submission to and approval of the City Commission.

**ARTICLE V  
EXECUTIVE DIRECTOR**

**Section 1. Executive Director**

The City of Munising Downtown Development Authority may employ an executive director subject to the approval of the board. The executive director shall be responsible for the functions of the Munising Downtown Development Authority. The executive director shall attend the meetings of the board and shall render to the board and city commission a regular report covering the activities and financial condition of the authority. The executive director shall furnish the board with information or reports governing the operation of the authority as the board requires. The executive director shall take and subscribe to the constitutional oath, and furnish bond, as required of the executive director. The executive director shall serve at the pleasure of the board.


**ARTICLE VI  
AMENDMENTS**

**Section 1. Amendments.**

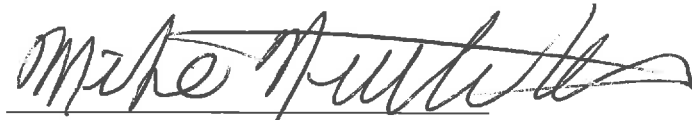
These bylaws may be altered or amended or repealed by the affirmative majority vote of the board then in office at any regular or special meeting called for that purpose.

I HEREBY CERTIFY that the bylaws were passed and adopted by the Munising Downtown Development Authority.

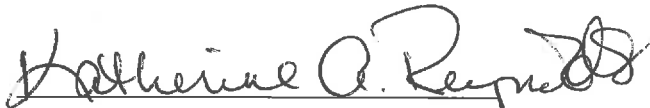
Adopted: February 15, 2023



Dale Immel, Chairperson



Mike Nettleton, City of Munising Mayor



Katherine A. Reynolds, Executive Director



Pat Sanderson, Office Manager

APPENDIX A

MAP #1  
CITY OF MORISING  
DOWNTOWN AND TAX INCREMENT  
FINANCING DISTRICT

