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GALE A. NEULIEB
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Minutes

February 17, 2025

The Michigan Urban Enterprise Association conducted a meeting on February 17, 2025, commencing at 6:00 p.m. in-person and on Zoom. This meeting was open and was held in the NECA/IBEW Building, located at 301 East Eighth Street, Michigan City, IN 46360.

Board Members Present: Tristan Smith, Nick Pollock, Dakota Euler, Antonio Conley, Jim Clarion, Bruce de'Medici, Wendy Willis.

I. Call to Order

The meeting was called to order at 6:00 p.m.

II. Approval of Minutes

Approval of Minutes

The minutes for January 2025 were reviewed.

Motion was made to approve the January 2025 minutes.

Motion seconded and approved.

III. Directors' Report

January Finance Report

The bank statement reflects that all outstanding balances for approved grants were paid.

The UEA has a \$100 invoice that just came in from its attorney Anthony Novak for the work he did on the contract and the SOP.

The UEA is current in invoices received for the accountant

The statement reflects \$157,000 in the checking account.

Motion made to transfer \$100,000 from the checking at Horizon Bank into the money market at Horizon Bank.

The motion was seconded and approved.

IV. New Business

Executive Assistant Search Committee

Mr. Pollock reported that:

- the committee of Mr. Euler, Mr. de'Medici, and himself conducted an interview of Kameesha Williams.
- the UEA received three resumés: one of the three applicants backed out and a second applicant did not respond to communications from the Committee.
- the Committee waited until the after the deadline passed for submission of resumes to submit a proposal to the UEA
- the committee is recommending hiring Ms. Williams as the next executive assistant to the UEA
- the UEA had previously decided to offer a pay not exceed \$39,000 and the Committee tendered that offer to Ms. Williams
- Ms. Williams requested pay of \$42,000
- the Committee was all in favor of accepting Ms. Williams' pay request of \$42,000
- under the proposal, a contract with Ms. Williams would become effective as of the date of the February 2025 meeting of the UEA and continue through December 31, 2025
- as set forth in the contract, Ms. Williams will be an independent contractor and not an employee
- Ms. Williams is expected to work 29 hours a week and her duties will include interacting in the community and report monthly to the UEA

Motion made to approve entering into a contract with Ms. Williams for the Executive Assistant position. Motion seconded and approved.

Michigan City Chamber of Commerce presentation

Kirk Gill, President of the Michigan City Chamber of Commerce, addressed the UEA. Mr. Gill reported that the work of the chamber is to support local business and to attract local businesses to work in in conjunction with the EDC and the city Redevelopment groups like the UEA and is looking at working at that getting building excitement for events in Michigan City and informing students of economic opportunities in Michigan City by communicating this with local school counselors.

Mr. Gill reported that membership in the Chamber includes a \$360 level - that is the "classic level", with a higher "Bronze level" at \$900 (which includes some extra promotional items and enhanced listings on the Chamber website).

Motion was made to approve membership in the Chamber at the classic level.
Motion was seconded and approved.

Residential/Business/Neighborhood Improvement/Workforce Development Grants

Mr. Pollock reported that he and Mr. de'Medici met to discuss a budget to propose on Residential grants for 2025 and agreed to propose the following budget for 2025. The proposal assumes a total budget of \$100,000 for grants in 2025:

- for Business grants - a cap of \$40,000.00
- for Residential grants – a cap of \$52,500.00
- for Neighborhood Improvement grants – a cap of \$2,500.00 with a \$500.00 limit per grant.
- for Workforce Development grants – a cap of \$5,000.00

A motion was made to approve the proposal for these four grant categories
The motion was seconded and passed.

A further motion was made to update the income eligibility table to make sure it is the most current version.

The motion was seconded and approved.

A further motion was made to increase the cap per Residential grant to a maximum of \$7,500.00.

The motion was seconded and approved.

A motion was made to amend the approval of the Braun* application to two weeks.
The motion was seconded and approved.

A motion was made to require businesses applying for grants to include documentation to reflect whether they are employing, or utilizing as independent contractors, Michigan City residents and to disclose if those residents reside in the Urban Enterprise Zone.
The motion was seconded and approved

A motion was made to table a motion to table Neighborhood Improvement Grant until the March 2025 meeting.

The motion was seconded and passed.

Workforce Development Grant

Discussion occurred on structuring this grant and challenges in structuring.

A motion was made to postpone a final decision for the Workforce Development Grant, pending further planning on it.

The motion was seconded and passed.

2025 Budget

A motion was made to set grant amounts as follows:

\$52,500 for Residential grants;

\$40,000 for Business grants;

\$2,500 for Neighborhood Improvement grants;

\$5,000 for Workforce Development grants.

Total grant budget of \$100,000 in Grants for the 2025 Grant cycle

A motion was made to approve this budget.

The motion was seconded and passed.

Phone purchase

Discussion occurred on the purchase of a phone and internet for the office and the status of obtaining quotes.

A motion was made to purchase the Galaxy mobile with the unlimited data plan

The motion was seconded and approved.

V. Old business

VI. Public Comment

No public comment occurred.

VII. Directors' Comments

Mr. de'Medici proposed talking with the City about subscribing to AI to prepare transcripts of the meetings to facilitate preparing the minutes.

Mr. Smith mentioned starting an outreach committee to discuss working with a website to better promote the UEA and to provide sponsorships for various entities like the Michigan City Chamber of Commerce.

Mr. Smith asked for volunteers – Mr. Euler and Ms. Williams volunteered.

Mr. Smith also proposed asking the UEA attorney Anthony Novak about the parameters of the UEA having a website and having an outreach committee maintain an open line of communication between the UEA and the Mayor's office

Mr. Smith also raised the question of expanding the Urban Enterprise Zone and reported that he had discussed this with Dan Botich, who indicated that the procedure for this was to seek approval for it from the City Council of Michigan City. Mr. Smith further suggested that he discuss this with Mr. Pollock and Mr. de'Medici and potentially present this to the City Council.

Mr. Smith asked for a volunteer to discuss this with Mr. Botich and also to discuss this with the Mayor and then and report to the UEA.

Mr. Smith, Ms. Williams, Mr. Pollock, and Mr. de'Medici volunteered.

Mr. Smith also reported that the UEA had just received the yearly invoice for the post office box and that the UEA was receiving invoices and payments at the post office box. Mr. Smith suggested that the UEA transition to an online system for these purposes.

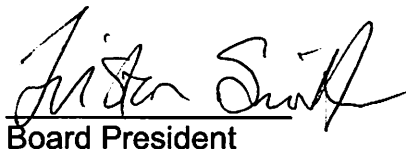
Mr. Smith proposed that the UEA keep the present system in place until the physical address gets more established because that's what residents are familiar with but explore electronic payments moving forward.

A motion was made to pay the invoice for the post office box for 2025.

The motion was seconded and approved.

A motion was made to adjourn.

The motion was seconded and approved.



Justin Smith

Board President