



213 S. Marquette St. Ironwood, MI 49938
Memorial Building, Conference Room #1, 2nd Floor

Downtown Ironwood Development Authority Meeting Agenda

1. Call to Order
2. Recording of the Roll
3. Approval of the July 25, 2013 Meeting Minutes
4. Approval of the Agenda
5. Citizens wishing to address the Board on Items on the Agenda (Three-Minute Limit)
6. Citizens wishing to address the Board on Items not on the Agenda (Three-Minute Limit)
7. Financial Report
8. Items for Discussion and Consideration
 - a. Wreaths
 - b. Pocket Park Snow Shoveling Contract
 - c. Downtown Infrastructure Grant (DIG)
 - d. Certified Local Government Program Update
 - e. Farmer's Market Signs
9. Project Updates
 - a. 2013 Goals
10. Other Business
11. Next Meeting: September 26, 2013
12. Adjournment



**Proceedings of the Downtown Ironwood Development Authority
Thursday July 25, 2013**

A regular meeting of the Downtown Ironwood Development Authority was held on Thursday, July 25, 2013 at 8:00 A.M. in Conference Room #1, 2nd Floor, Memorial Building, Ironwood, Michigan.

1. Call to Order:

Chair Williams called the meeting to order at 8:00 A.M.

2. Recording of the Roll:

MEMBER	PRESENT		EXCUSED	NOT EXCUSED
	YES	NO		
Williams, Tom, Chair		X	X	
Corcoran, Kim		X	X	
Erickson, Tim	X			
Garske, Lea-ann	X			
Peterson, Larry	X			
Schwartz, Becky	X			
Semo, Rick,	X			
Smith-Furgason, Eva	X			
Taconneli, Peter	X			
Tippett, Rick	X			
	8	2	Quorum	

Also present: Community Development Director Michael J. D. Brown, City of Ironwood, Paul Linn, Finance Director, Scott Erickson City of Ironwood City of Ironwood Manager. Steve Frank was in the audience along with Officer Chiapuzio from Ironwood Police Department.

3. Approval of Minutes:

Steve Frank approached the DIDA, wanting to comment on the Minutes before they were approved. Chair Garske said that Mr. Frank could address the item under Agenda Item #6 (Comments on the Agenda).

Motion by Schwartz to accept the meeting minutes from the Meeting on June 27, 2013.
Second by Smith-Furgason. **Motion Carried 8 to 0** with Taconnelli Abstaining.

4. Approval of the Agenda:

Motion by Semo to approve the Agenda. **Second** by Smith-Furgason. **Motion** carried **8 to 0**.

5. Nominations and Elections of Chair and Vice Chair: **Motion** by Garske to nominate Tom Williams as Chair. Garske spoke with Williams, and he would accept this motion. **Second** by Semo. **Motion Carried 8 to 0.**

Motion by Garske to nominate Tim Erickson as Vice Chair. **Second** by Rick Semo. Tim Erickson abstained. **Motion carried 8 to 0.**

Peter Tacconnelli was sworn in by City of Ironwood Clerk Karen Gullan.

6. Citizens wishing to address the Committee on Items on the Agenda (Three-Minute Limit):

Steve Frank was heard on last month's minutes, postage, and how to raise postage to send out donation letters. He expects the minutes from July to be fixed.

7. Citizens wishing to address the Committee on Items not on the Agenda (Three-Minutes Limit):

None

8. Financial Report. Director Linn presented the financials. This is the end of the fiscal year. The flower basket purchasing and flower basket watering were the big items this month. **Motion** by Semo to accept the financials as presented. **Second** by Tippett. **Motion carried 8 to 0.**

9. Items for Discussion and Consideration:

- a. Purchase of a watering tank for flower baskets.

Director Brown has a request from Carianne Casieta for a new watering tank from Northern Tool and Equipment for a 100 gallon tank. The tank is \$239.00. Schwartz asked if this tank could be purchased locally. Shipping was very high at \$149.00. DIDA has gone from 30 baskets to 61 and that is a lot more watering. A special trailer is being built for the 4-wheeler by Cramblits. **Motion** by Semo to authorize an expense of up to \$250.00 for the water tank. **Second** by Smith-Furgason. **Motion Carried 8 to 0.** Further discussion ensued to check locally and buy locally if possible.

- b. Temporary Flower Basket Watering: Director Brown stated that last week Carianne had her baby boy. The gentleman who had the contract to water the plants, got a job, and hurt himself, so doesn't believe he can continue on with the watering. Tippett said the people who are watering now are doing a great job. Director Brown said our Contract is with Carianne. Smith-Smith-Furgason said that because the contract is in her name, she should be able to subcontract as she desires. Garske stated that if there is a problem with the baskets being watered by others, we will talk to Carianne about it. No Action Needed.

10. Project Updates:

- a. 2013 Goals: Director Brown ran down the list of items on the 2013 Goal List and their status. Director Brown explained the process to member Tacconnelli and asked him to review this and jump in where he feels there might be a fit. Garske stated Depot Park is mostly done except for a small punch list. Garske would like to see a grant applied for to acquire new playground equipment and awnings. Possibly a Passport Grant. It's through the Department of Natural Resources. Smith-Furgason stated that there is a program for innovative playgrounds; she will get the information to Director Brown.

Semo stated that he would like to move forward on the awning, as well as asked what we can do to get the fencing fixed around the volleyball nets. Whatever we do, must be conducive to snowplowing.

- b. City of Ironwood Director Scott Erickson mentioned that a new DIG grant is coming up in September with the MEDC.
- c. Comprehensive Plan: Director Brown stated that the Comprehensive Plan is going out for bids. Consultant should be on board by October.
- d. Farmers Market is a go for mid-August 16, 2013, on Fridays. Rich Duncanson is talking to vendors and farmers for interest. City of Ironwood Commissioners gave the go ahead. There will be a possible bands, chess tournament/classes, flea markets. This will be a test run this year and we'll work out the details this winter. Peterson stated that during something like this, the main street businesses downtown tend to get pushed aside. We should have a walking tour starting at the Market; and getting the folks to Downtown to include those businesses. Larry said he'd make himself available on Friday's to do a tour.
- e. The Volleyball court is being used daily; however the orange fence is not a plus. Would like to look at a better solution. Straighten up the fence and put the green fencing that was used during Festival Ironwood, it would look better.

11. Other Business:

- a. Peterson had comments about the Walking Tour. During festival he had a number of people who participated, plus the 55 people on the bus tour from Minnesota. He said that he knows the Little Blue Bus is for sale; could that be used for Tours during Festival Ironwood; SISU, trips to local skiing events?
- b. Painting of Light Poles: Smith-Ferguson asked When will this be done? Smith-Ferguson asked staff to contact the boyscout on this project and see if we can set a date and get these painted. Tippet says he is still ready to volunteer supplies for the project.
- c. Smith Ferguson would like an update from the Ironwood Chamber of Commerce next month.
- d. Schwartz got pricing on DIDA brochures starting at \$425 to \$700.00 per thousand.
- e. Banners for the flower baskets: Check with Jacquart Fabrics to see if we can get some pricing on the banners (Remember, buy local).
- f. Tippet said the car show increased by 30% this year at Festival Ironwood.

12. Next Meeting: August 22, 2013

13. Adjournment at 9:00 a.m.

Respectfully Submitted

Thomas Williams, Chair

Kim M. Coon, Community Development Assistant

Santa's Wreaths
Box 216
Gile, WI. 54525

7/30/13

City of Ironwood
Attn: Karen Gullan
Memorial Bldg.
Ironwood, MI. 49938

Dear Karen:

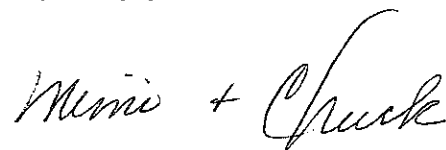
It's that time of the year again to talk of wreaths. We first of all want to thank you for continuing to use our double faced 48" wreaths.

We appreciate your business so much that we are not increasing your cost again this year. It makes us proud each year to see them in our home town.

Chuck will contact you soon.

Again thank you.

Very truly yours,

A handwritten signature in cursive script that reads "Mimi + Chuck".

Mimi and Chuck Moncher

Santa's Wreaths
715-862-0283

SANTA'S WREATHS
BOX 216
GILE, WI. 54525

WORK: 715-561-3312
CELL: 715-862-0283

2011 PRICE LIST

48" DOUBLE SIDED BALSAM WREATH \$ 25.00



DOWNTOWN IRONWOOD DEVELOPMENT AUTHORITY

POCKET PARK SIDEWALK SNOW SHOVELING CONTRACT

THIS CONTRACT made this _____ day of _____, 2013, between the Downtown Ironwood Development Authority (DIDA) AND James Gregory, whose address is 11090 Hwy. 51, Hurley, WI 54534.

1. James Gregory agrees to perform snow removal services on the sidewalks around the Pocket Park in downtown Ironwood located at the northeast corner of E. Aurora Street and N. Suffolk Street. Such snow removal shall be completed within twenty-four (24) hours after each snow fall. Such services shall be performed between the first snow fall of 2013 until the last snow fall of 2014.
2. Compensation for these services shall be an annual amount of \$500.00 upon submission of an invoice (use attached template) to the City of Ironwood Finance Director prior to June 1, 2014.
3. James Gregory agrees to perform said snow removal services in accordance with standards and inspections by the DIDA.
4. At any point in time should James Gregory fail to satisfactorily perform these services, it shall be considered a default of this contract and the DIDA may immediately terminate and cancel the contract without further liability or obligations whatsoever to James Gregory.
5. James Gregory, agrees to hold the DIDA and the City of Ironwood and any of its employees or board members harmless from any claims arising from any and all activities it conducts and to indemnify the DIDA and the City of Ironwood for any loss or claims which the DIDA and the City of Ironwood may incur or be called upon to defend, including its reasonable Attorney fees and costs and reasonable cost of the DIDA and City Staff in any such loss or claim.
6. Prior to commencement of services James Gregory agrees to apply for a City of Ironwood Business License with the City Clerk.

IN WITNESS WHEREOF the parties have signed this Contract this _____ day of _____, 2013.

**Chairperson, Downtown Ironwood
Development Authority**

James Gregory

**INVOICE FOR POCKET PARK SIDEWALK SNOW SHOVELING SERVICES FOR THE CITY OF
IRONWOOD, MI**

Submitted to Paul Linn, City of Ironwood Finance Director

Submitted By James Gregory

Work Performed for the period from _____ to _____

Invoice Date _____

Invoice

Total _____ **\$500.00**

DOWNTOWN IRONWOOD DEVELOPMENT AUTHORITY

GOALS – 2013

Project Drives in RED / Status In BLUE

1. Expand on existing work in Downtown infrastructure (6 votes): **Tom, Lee-Ann**, Status – Applied for DIG in Dec 2012, not awarded. Working with MEDC and Local Businesses on Façade Grant.
2. Depot Park Completion (6 votes): **Tom, Lee-Ann**, Status – Complete
3. Marketing of Downtown; better communication with/other organizations (ie., Chamber/brochure/promotional video(CGI Communications). (6 votes) **Becky, Eva, Kim C., Tim**. Status – CGI Communications creating promotional video for City Website, staff and Chamber working on marketing material
4. Business tool box. (3 votes) **Eva** Status – Tool Box started on Business Website Page, ongoing project
5. Expand / add Downtown events. (1 vote) **Tim, Rick**. Status – Expanded Car Show, Initiated Farmer's and Artesian Market
6. Work with Owners regarding unsafe structures and buildings. (1 vote) **Rick**. Status – On Going
7. Signage on highway entrance. (1 vote) **Eva**. Status – No Action
8. Funds to renovate Depot Building: **Lee-Ann**. Status – No Action
9. Walking tour. **Larry**. Status – Performed tours during Festival Ironwood
10. Working with property owners with regards to blight (garbage and weeds). **Rick**. Status – On Going
11. List of new businesses and out of business businesses. **Staff**. Status – On Going
12. Tax Increment Finance (TIF): **Lee-Ann**. Status – Researching existing status