

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

# Downtown Ironwood Development Authority Meeting Agenda

1. Call to Order

- 2. Recording of the Roll
- 3. Nomination and Election of Chair and Vice-Chair
- 4. Approval of the June 26, 2014 Meeting Minutes
- 5. Approval of the Agenda
- 6. Citizens wishing to address the Board on Items on the Agenda (Three-Minute Limit)
- 7. Citizens wishing to address the Board on Items <u>not on</u> the Agenda (Three-Minute Limit)
- 8. Financial Report
- 9. Items for Discussion and Consideration
  - a. Memorial Building Brochure
  - b. Flower Basket Contributions
  - c. Flower Basket Watering
  - d. Facebook
- 10. Project Updates
  - a. Business Retention Program
  - b. 2014 Goals
- 11. Other Business
- 12. Next Meeting: August 28, 2014
- 13. Adjournment

Thursday July 24, 2014

8 a.m.

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# Proceedings of the Downtown Ironwood Development Authority Thursday June 26, 2014

A regular meeting of the Downtown Ironwood Development Authority was held on Thursday, June 26, 2014 at 8:00 A.M. in Conference Room #1, 2<sup>nd</sup> 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	PRES YES	SENT NO	EXCUSED	NOT EXCUSED
Williams, Tom, Chair	Х			
Corcoran, Kim		Χ	X	
Erickson, Tim	Х			
Garske, Lea-ann	Х			
Peterson, Larry		Х		X
Schwartz, Becky	Х			
Sim, David		Х		X
Smith-Furgason, Eva		Х	X	
Tacconelli, Peter	Х			
Tippett, Rick		Х	X	
	5	5	Quorum	

Also present: Community Development Director Michael J. D. Brown.

## 3. Approval of Minutes:

**Motion** by Tacconelli to accept the meeting minutes from the May 22, 2014 meeting. **Second** by Schwart. **Motion Carried 5 to 0.** 

## 4. Approval of the Agenda:

Motion by Garske to approve the Agenda. Second by Tacconelli. Motion carried 5 to 0.

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

None

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

None

7. Financial Report.

Director Brown presented the financials and did note the budget amendments that Director Linn had made.

**Motion** by Schwartz to accept the financials as presented. **Second** by Garske. **Motion** carried 5 to 0.

- 8. Items for Discussion and Consideration:
  - a. Motion for Support of Comprehensive Plan: Director Brown asked for a motion of support for the comprehensive plan.

**Motion** by Garske to support the comprehensive plan. **Second** by Erickson. **Motion** carried 5 to 0.

- b. Flower Basket Update: Ass't Coon noted that donations are still coming in and thank you letters are being sent. The letters for wreath donations will be brought up to the DIDA in the next few months.
- c. Memorial Building Brochure: Sandy Sharp was unable to attend today's meeting with a mock up. Garske asked if the brochure could be ready in time for Festival Ironwood. Director Brown said probably no as it needs to come back to the DIDA for review at its next meeting.
- d. Art Park: Director Brown said the Art Park will be between Mattsons and Book World. Concept plans are in the works and Director Brown will bring this before the DIDA when plans are more set.

#### 9. Project Updates:

- a. Business Retention Program: Director Brown explained that this will be on the agenda monthly. If you have questions, comments or just wish to turn in your paperwork, you can bring it to the meeting. Garske asked what the "E Cig" business is doing. No one knows. Garske also commented that the Purse Palace had moved and it looks very nice.
- b. 2014 Goals: Director Brown did locate meeting minutes regarding the TIF becoming dormant in June 2000. Director Brown will meet with Director Linn and City Manager Erickson about the TIF and how to move forward.
- 10. Other Business: Garske inquired if there could be a band or music in the Depot Park. Erickson said that his band had considered playing last year during the Farmer's Market. Erickson and Garske will research this and see if others might be interested in playing music. It was noted

that the Farmer's market will be held on Fridays beginning July 25, 2014 until September 26, 2014 from 2p.m. to 6:00p.m.

Tacconelli asked if the stop signs could be put back up on McLeod. Tacconelli is concerned that someone is going to be hurt. He said that people are used to stopping there. Director Brown said that this item had been brought up at Monday's staff meeting and that Public Safety will evaluate the roadway near the end of the US 2 construction in the fall of 2014.

Garske asked about bike racks being placed and Director Brown said that the Public Works has the map.

Schwartz inquired about the tattoo business on Ayer. She said that the 3-part chairs are ugly. Director Brown indicated that the chairs are being directed to be removed, either by the compliance of the business owner or by the City Public Works.

Director Brown announced that the DIDA will have a new member, Andrew Gaunt, who is an accountant at Aspirus. His term begins at the next meeting on July 24, 2014.

- 11. Next Meeting: July 24, 2014 at 8:00 a.m.
- 12. Adjournment at 8:34 a.m.

Respectfully Submitted
Thomas Williams, Chair
W. N.O
Kim M. Coon, Community Development Assistan



# **MEMO**

To: Chair Williams and the DIDA

From: Michael J. D. Brown, Community Development Director

**Date:** July 16, 2014 Meeting Date: July 24, 2014

Re: Memo on Agenda Items

a. Memorial Building Brochure: Sandy Sharp will present a draft of the brochure.

- b. Flower Basket Contributions: The contributions to date are attached. Please continue to encourage businesses and residents to contribute.
- c. Flower Basket Watering: The first week in July the flower baskets were not watered for a number of days due to mechanical issues with the watering equipment. The first issue is that Cariann Kasieta didn't contact the City about the mechanical issues. The City was contacted by a citizen informing it the flowers weren't looking well. Staff discussed this with Ms. Kasieta and informed her she should have contacted staff immediately so that we could assist in order to keep the flowers watered until the equipment was fixed.

The DIDA has repeatedly hired Ms. Kasieta for a number of years as she has done an acceptable job. However, due to the most recent incident, the DIDA should discuss if it would like to continue to use Ms. Kasieta in the future or if it would consider going out to bid for watering services.

There should also be a general discussion whether the DIDA would like to consider bidding out all of its contracted services and purchases or continue to use the same contractors and companies it has in the past.

d. Facebook: Former DIDA member Eva Smith-Furgason created and maintained a DIDA Facebook page. The page has not been updated since October 2013. The DIDA should discuss if it would like to continue the page or not. When the DIDA discussed this previously it was decided that staff would not maintain the page, it would be a DIDA member, and staff would merely have administration rights to the page.

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# DOWNTOWN IRONWOOD DEVELOPMENT AUTHORITY Downtown Hanging Baskets - Donations Received as of 7/16/2014

FirstName	LastName	BusinessName	BusinessAddress	BusinessCitvinessS	Rusinoss7in	Phone		Donation
Rick		Woodtech Builders	219 E Frederick Street	Ironwood MI		906-932-8055		60.00
Keith	Tippett Johnson	Chippewa Valley Bank	13365 N US Hwy 51	Hurley WI		715-561-2618		105.00
Will	Corcoran	GTC Auto Parts	PO Box 585	Ironwood MI		906-932-0210		35.00
MF	Patrick	McKevitt-Patrick Funeral Home, Inc.	305 N Lowell Street	Ironwood MI		906-932-0210		35.00
Michael	Pope	Dean & Pope	204 Harrison Street	Ironwood MI		906-932-1141		35.00
	-	Edward Jones	N7696 S Davis Road	Ironwood MI		906-932-4010		70.00
Rebecca M. Lynch		PO Box 325			906-932-2431		35.00	
Gerald	Pisani	Sam's Salvage	1551 Commerce St	Ironwood MI Ironwood MI		906-932-4340		35.00
Robin	Kafzynski	Pisani Company Chief Oil Distributing	100 E Aurora St			906-932-0772		
		Š.	823 E Cloverland Dr			906-932-5212		35.00
Morgan	Grasso	Indianhead Motel						35.00
Robert	Jacquart	Stormy Kromer	E 5318 Jackson Road			906-932-1339		35.00
John	Garske	Coleman Engineering	200 E Ayer Street			906-932-5048 906-932-7411		140.00
Dana	Aukee	Aukee Chiropractic	200 E Ayer Street					35.00
Mary	Kucz	Cloverland Plumbing	600 Cloverland Drive	Ironwood MI		906-932-2022		25.00
Mark	Sgaggio	Westgate Nursing Rehabilitation	1500 N Lowell Street	Ironwood MI		906-932-3867		35.00
		Crosshairs Salon	200 E Ayer Street	Ironwood MI		906-932-3433		35.00
Richelle	Kruse	Comfort Inn	210 E Cloverland Drive	Ironwood MI		906-932-2224		25.00
Mark & Jean	Santini		E4599 Northstar Road	Ironwood MI	49938		\$	35.00
		Mattson TV & Appliance	122 E Aurora Street	Ironwood MI		906-932-0510	_	35.00
Joseph	Salmi		E5059 Sunset Road	Ironwood MI	49938		\$	100.00
Sue	Murphy	River Valley Bank	200 S Suffolk Street	Ironwood MI		906-932-8301		100.00
Joseph	Lemke	Edward Jones	629 W Cloverland Dr. Ste 8	Ironwood MI		906-932-4866		35.00
		Downtown Art Place	111 E Aurora Street	Ironwood MI		906-285-7300		35.00
Lee-Ann	Garske	Coleman Engineering	200 E Ayer Street	Ironwood MI		906-932-5048		35.00
		Flors & Mor West	125 W Aurora Street	Ironwood MI		906-932-4676		35.00
Dan	Berlin	Ironwood Historical Society	PO Box 553	Ironwood MI	49938		\$	350.00
		Ironwood Area Business & Prof Women	N10632 Vanderhagen Rd	Ironwood MI	49938		\$	105.00
		Elle Stevens	PO Box 685	Ironwood MI		906-932-5679	\$	35.00
Marge	Sliva	Ben Franklin Stores	121 E Aurora Street	Ironwood MI	49938		\$	35.00
Bruce	Greenhill	Historic Ironwood Theater	109 E Aurora, PO Box 187	Ironwood MI		906-932-0618		35.00
Dori	Mattson	Mattson Family Chiropractic	520 E Ayer Street	Ironwood MI		906-932-4605		35.00
Deanna	Janczak	Wells Fargo Bank NA	900 E Cloverland Drive	Ironwood MI	49938	906-932-2950	\$	35.00
Mary	Hitt	Hitt's Fine Furniture	128 E Aurora Drive	Ironwood MI	49938	906-932-4400	\$	35.00
Sue	Murphy	Kiwanis Club of Ironwood	PO Box 403	Ironwood MI	49938	715-360-3030	\$	50.00
Becky	Schwartz	Creative Spirits		Ironwood MI	49938		\$	35.00
Bob and Annette	Burchell	Classic Motor Inn	1200 E Cloverland Drive	Ironwood MI	49938	906-932-2000	\$	20.00
			TOTAL DONATIONS				\$	1,990.00
			EXPENSES					
			Cost of Baskets					\$2,484.00
			Postage	+			\$	117.60
							<del>-</del>	
			SubTotal				\$	2,601.60
			TOTAL PROFIT/LOSS				\$	611.60

#### DOWNTOWN IRONWOOD DEVELOPMENT AUTHORITY

#### **GOALS - 2014**

## **Project Drives in RED / Status In BLUE**

- Marketing of Downtown; better communication with/other organizations (ie., Chamber/brochure (3 vote) Tim, Becky, Eva / Chamber Brochure being printed week of July 14th
- 2. Develop green space across from Theater (*3 votes*) Tom, Eva/ Met with DAP in June, design coming along.
- 3. Expand on existing work in Downtown infrastructure (2 vote) Tom
- 4. Depot Park Completion (2 votes) Lee-Ann, Tom / Applied for DNR playground grant
- 5. Expand / add Downtown events (2 vote) Tim, Rick
- 6. Funds to renovate Depot Building (1 vote) Lee-Ann
- 7. Signage on highway entrance
- 8. Tax Increment Finance (TIF) Identified DIDA made TIF dormant in 2000 per DIDA minutes. Setting meeting with City Manager and Finance Director to discuss next steps.
- 9. Investigate/implement angled parking
- 10. Review sign regulations

## On-Going Activities that aren't specific projects that don't require a priority vote on

- 1. Business Tool Box on website
- 2. Work with Owners regarding unsafe/blighted structures, buildings and property
- 3. Walking Tours
- 4. List of new and out of business businesses

Last Updated: July 16, 2014

<sup>\*</sup>Priority goals are intended to be completed in 2014