



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

Parks and Recreation Committee Meeting Agenda

1. Call to Order
2. Recording of the Roll
3. Approval of the September 5, 2013 Meeting Minutes
4. Approval of the Agenda
5. Citizens wishing to address the Committee on Items on the Agenda (Three-Minute Limit)
6. Citizens wishing to address the Committee on items not on the Agenda (Three-minute limit)
7. Parks Financials
8. Items for Discussion and Consideration
 - a. Clemens St Property (Somero)
 - b. Letter of Support for Downtown Art Place (DAP)
 - c. 2014 Goal Setting
9. Project Updates
10. Other Business
11. Next Meeting: November 4, 2013
12. Adjournment



**Proceedings of the Parks and Recreation Committee
Monday September 5, 2013, 5:00 p.m.**

A regular meeting of the Parks and Recreation Committee was held on Thursday, September 5, 2013 at 5:00 P.M. in the Conference Room #1, Second Floor, Memorial Building, Ironwood, Michigan.

1. Call to Order:

Chair Davey called the meeting to order at 5:00 p.m.

2. Recording of the Roll:

MEMBER	PRESENT		EXCUSED	NOT EXCUSED
	YES	NO		
Anderson, Paul	X			
Burchell, Annette	X	Arrived 5:11p		
Davey, Sam – Chair	X			
Kangas, Tom	X			
Shackelford, Monie, ex-officio, non-voting		X	X	
True, Marion	X			
Vuorenmaa, Bruce	X			
Wamhoff, Colleen		X	X	

Also present, Community Development Director Michael J.D. Brown. In the audience were Ian Shackelford and Mr. Hudacek.

3. Approval of the Minutes: Davey pointed out on Page 2, Item 8, Paragraph 2 of the August 5 2013 Minutes, that Norrie should be changed to Miners Park.

Motion by Vuorenmaa to accept the Minutes of August 8, 2013 with correction of Norrie Park to Miner Park. **Second** by Kangas. **Motion Carried 5 to 0 with Anderson Abstaining.**

4. Approval of the Agenda:

Motion by Anderson to accept the Agenda. **Second** by True. **Motion carried 5 to 0.**

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

None

Note Burchell arrived 5:11 p.m.

6. Citizens wishing to address the Committee on items not on the Agenda (Three-minute limit):

None.

7. Safe Routes to School – Presentation by Ian Shackelford: Ian Shackelford presented the Sleight/Norrie/Wright Safe Routes to School Action Plan. The Safe Routes Committee has walked the various trails and has come up with an action plan with a number of items that could receive grants to fix sidewalks or trails and avoid major streets and highways.

Motion by Davey to support the Sleight/Norrie/Wright Safe Routes to School Action Plan of 09-04-13. **Second** by Kangas. **Motion carried 5 to 1, with Anderson Abstaining and True dissenting.**

8. Park and Recreation Financials: Director Brown stated that Director Linn is still working on the year-end close out and will provide financials as soon as year-end is completed.

9. Items for discussion and consideration:

- a. Clemens Street Property (Hudacek), tabled from last month. Discussion ensued that this property is zoned open and not on the surplus property list. The Planning Commission motioned last month that the property be placed on the surplus property list and that their recommendation to place this on the surplus property list be passed up to the City Commissioners.

Motion by Davey that the City of Ironwood performs a title search on this property and that ownership of the property is determined. Once the actual owner is ascertained, Parks and Recreation could determine if this property might be used for future trail development by Parks and Recreation and whether any part of it can be sold to Mr. Hudacek. **Second** by Anderson. **Motion carried 6 to 0.**

- b. Ayer Street Property Request (Fitting): (Mr. Fitting not available). Director Brown explained that Mr. Fitting would like to buy the Ayer Street property adjacent his property at 850 E. Ayer Street and put up two storage unit buildings that would be 40' x 112' x 8'. Mr. Fitting would have to get a conditional use permit to put the buildings on the property. The City currently owns this property. Director Brown stated that just today he received a formal request from Ottawa Forest Products to also buy this property.

Motion by Anderson that the Park and Recreation Committee has reviewed the sale of this property in terms of uses for Parks and Recreation, and has determined that there are no uses or reasonable objections to such sale and that it recommends to the City Commissioners to sell the property. **Second** by Burchell. **Motion carried 6 to 0.**

- c. City Wide Deer Hunt: Davey stated that the Deer hunt in the Miner's Park should end every year on November 30. He stated that the boundaries should be Penoke to Ayer and Frenchtown to Bonnie.

Motion by Davey to end the Miner's Memorial Park Deer Hunt on November 30 of each year from Penoke Road to Ayer Street and Frenchtown Road to Bonnie. **Second** by Vuorenmaa. **Motion Carried 6 to 0.**

10. Project Updates:

Comprehensive Plan: Director Brown stated that Rick Semo, Tom Bergman, Scott Erickson and himself interviewed four companies for formulating and writing the City's Comprehensive Plan. The company that most impressed them was HKgi out of Minneapolis. The Planning Commission recommended to the City Commissioners that the selection of HGki be approved. Parks and Recreation could have a role in this when it comes to the Parks and Recreation Plan and rolling it into the comprehensive plan.

Director Brown will keep Parks and Recreation updated as the process begins. He hopes to take a contract to the City Commissioners on Monday, September 23, 2013 for approval.

11. Other Business:

Burchell noticed that the adhesive on the tennis courts has released. Neal Corcoran has been contacted as has Action Floors to get this item fixed.

A field trip to Mr. Hudacek's property was discussed and it was decided that one day next week (September 9 through September 13), from noon to 1:00 p.m. would be a good time to come and walk the property. Davey to set this up with Mr. Hudacek.

Vuorenmaa wanted to know when a basketball net would be set up at Depot Park. Members suggested that he speak with Lea-ann Garske at Coleman.

12. Next Meeting: October 7, 2013.

13. Adjournment:

Motion by Anderson. **Second** by Davey. **Motion Carried 6 to 0.** Adjournment at 6:20 P.M.

Respectfully Submitted

Sam Davey, Chair

Kim M. Coon, Community Development Assistant

INCOME STATEMENT
AUGUST

Page: 1
9/22/2013
10:01 pm

City Of Ironwood

YEAR: THROUGH AUGUST	YTD Amd. Bud.	YTD Actual
<hr/>		
Fund: 101 - GENERAL FUND		
Expenditures		
Dept: 751.000 PARKS MAINTENANCE		
702.000 SALARIES AND WAGES	38,000.00	6,189.78
715.000 SOCIAL SECURITY	3,000.00	473.12
718.000 RETIREMENT	8,000.00	1,034.99
718.002 RETIREE HEALTH CARE	4,000.00	0.00
719.000 OTHER FRINGE BENEFITS	100.00	0.00
728.000 OPERATING SUPPLIES	2,500.00	782.81
777.000 CUSTODIAL SUPPLIES	300.00	487.78
801.000 CONTRACTUAL SERVICES	10,000.00	3,618.98
803.000 DEER HUNTING PROGRAM	2,500.00	0.00
851.000 ADVERTISING AND PROMOTION	200.00	464.75
853.000 TELEPHONE/COMMUNICATIONS	500.00	0.00
910.000 INSURANCE AND BONDS	3,000.00	464.98
917.000 WORKERS COMPENSATION	500.00	77.98
920.000 PUBLIC UTILITIES	10,000.00	1,019.83
930.000 MAINTENANCE STRUCTURES	5,000.00	0.00
933.000 MAINTENANCE EQUIPMENT	300.00	0.00
940.000 RENTALS OTHER	250.00	0.00
943.000 EQUIPMENT RENTAL DPW	14,000.00	4,629.36
977.000 NEW EQUIPMENT	2,000.00	0.00
PARKS MAINTENANCE	104,150.00	19,244.36
Expenditures	104,150.00	19,244.36
Net Effect for Fund GENERAL FUND	-104,150.00	-19,244.36
<hr/>		
Grand Total Net Effect:	-104,150.00	-19,244.36

July 23, 2013

To:

Ironwood Planning Commission

From:

Aaron Somero
PO Box 35
Ironwood, MI 49938

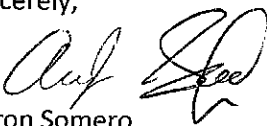
Dear Mr. Thomas Bergman,

I am writing you this letter in regard to a recent request to purchase a 90' by 150' parcel of property located adjacent to the residence of Jerry and Ginger Suzik at 505 South West Street Ironwood, MI in Jessieville. I attended your most recent Planning Commission Meeting during the evening of Tuesday, July 9, 2012. My wife and my family moved from Houghton, Mi, one month ago, to live in Ironwood and started a new job as an accountant for Ottawa Forest Product Inc (also located in Ironwood). My wife and I are currently in the process of purchasing Jerry Suzik's house and property located at 505 South West Street (also on the corner of Clemens Street) and we are interested in pursuing the opportunity of being able to purchase the 90' by 150' parcel that Jerry has previously discussed and wrote a letter on.

Our interest in this property comes from its adjacent location to Jerry Suzik's current property that we are in the process of purchasing (currently scheduled to close in mid August). Jerry has been mowing and maintaining the 90' by 150' parcel belonging to the city for some time and it closely abuts (within 20') Jerry's garage and driveway. My wife and I have a young but growing family of five children and we hope to have a little more yard space for our children to play in. We also hope to put in a small vegetable garden and a few fruit trees on the parcel if we could purchase it from the city of Ironwood. As I see it, Ironwood would gain additional annual property tax revenues by selling this property to us, and the neighborhood appearance would improve by allowing us to purchase, maintain and improve this small adjacent parcel.

Thank you for considering this matter and I sincerely hope that the city of Ironwood is able to reclassify this property from "open" to "surplus" and available to sell it to us. I believe that selling the 90' by 150' parcel to us would benefit the city, the surrounding neighborhood in Jessieville, and would be a great additional piece of land for my family to enjoy. I would be willing to offer \$200.00 for the 90' by 150' parcel. If there are any questions I can answer or there is anything I can do to assist please don't hesitate to contact me on my cell phone (906) 364-2692. I am planning to attend the next planning commission meeting on Wednesday, August 7th.

Sincerely,



Aaron Somero

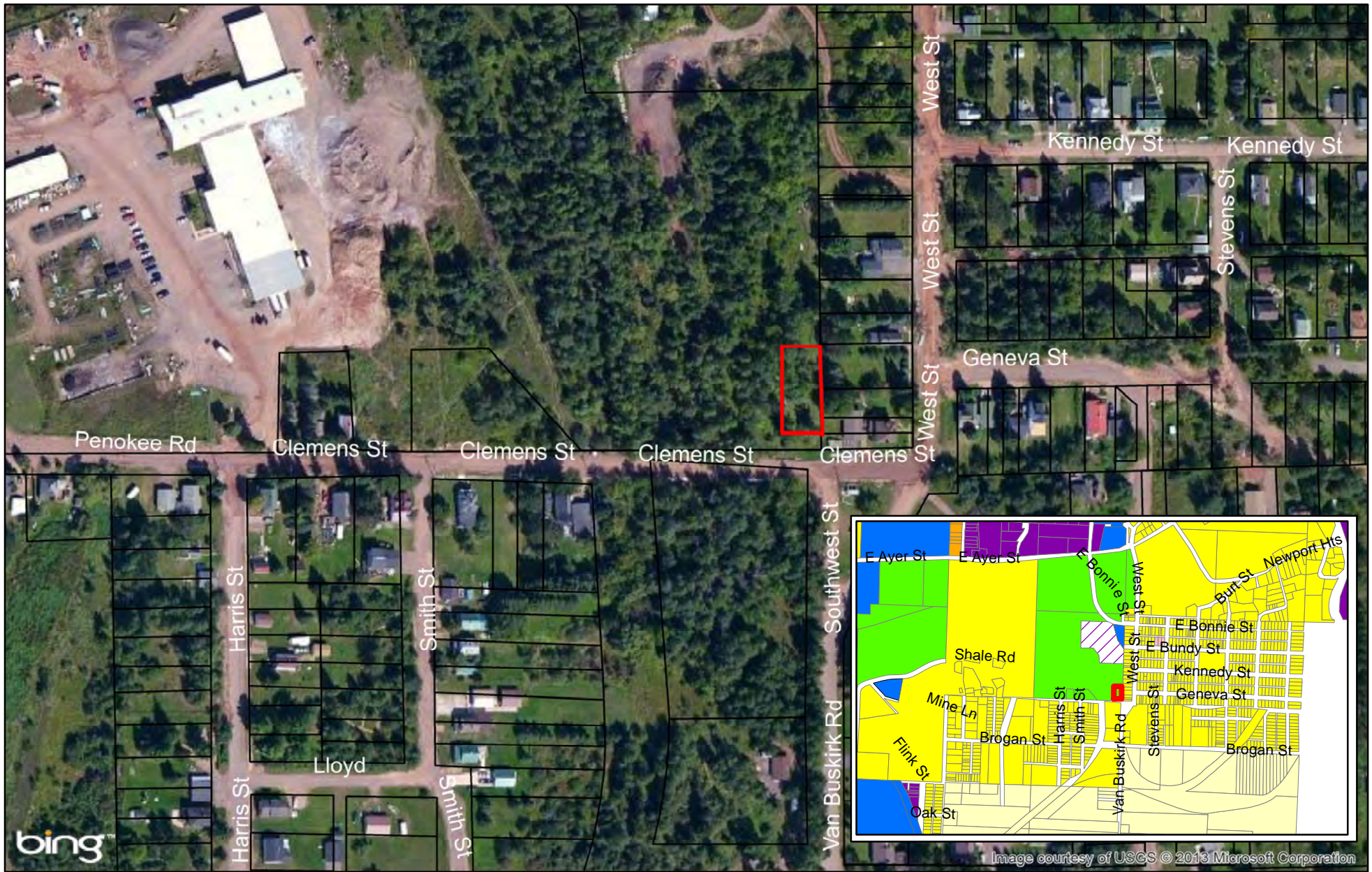
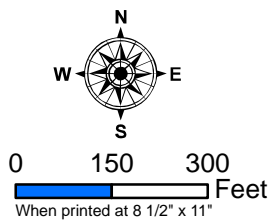


Image courtesy of USGS © 2013 Microsoft Corporation



PC Case 2013-011 Property on Clemens & Southwest St.

Wednesday, September 25, 2013

Legend

 Property on Clemens & Southwest St

CITY OF IRONWOOD

213 S. Marquette Street
Ironwood, Michigan 49938



Telephone: (906) 932-5050
FAX: (906) 932-5745

"Live Where You Play"

October 7, 2013

To whom it may concern:

The Parks and Recreation Committee of the City of Ironwood supports the application for capital grant funding for the DowntownARTplace (DAP) in Ironwood. The DAP is an exciting new component added to downtown Ironwood that works well for recreational opportunities and can complement art projects throughout the community. DAP will be a great resource for various beautification projects with their artist database. The DAP will utilize some of the Rec projects recently added to the Ironwood area. A new pavilion and non-motorized and motorized trailheads within the new Depot Park is just a block away from the DAP. This outdoor facility has already been utilized by artists and creates a great opportunity to draw even more people to enjoy all the area has to offer. Future DAP plans are to have outdoor art projects in the Depot park for children during festival events held there. DAP also encourages artists and artisans to support the Farmer's Market and to participate in other activities in the newly developed park. DAP has enhanced the downtown and makes it another great reason to enjoy a full day experience in and around the area. The Parks and Recreation Committee functions by the dedication of a group of volunteers who work to improve the recreational opportunities within Ironwood. Many great organizations have expressed collaborative efforts to add to the wonderful quality of life we enjoy here, DAP certainly adds to that support.

The DAP will provide an important indoor aspect to the opportunities available to children and adults in a creative, expressive way. In addition, we are pleased that DAP has made such a strong presence and has a great working board and committee members who share the same goals to see the area prosper. The Parks and Recreation Committee of the City of Ironwood fully support the Downtown ARTplace and we are proud to have them join us in enhancing and revitalizing the downtown area.

Sincerely,

Sam Davey, Chair of City of Ironwood Parks and Recreation Committee

Equal Housing Employer/Lender



MEMO

To: Chair Davey and Parks and Recreation Committee

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

Date: September 30, 2013

Meeting Date: October 7, 2013

Re: 2014 Goal Setting

At the Committee's October 7, 2013 meeting it will hold a goal setting session for 2014. Please review the attached park and recreation plan components as a guide for setting goals and projects. In addition, the Committee should discuss potential projects to apply for DNR grants for next year. Any DNR grants the City applies for are required to be in the approved parks and recreation plan. As discussed last year, if money is desired to be set aside in the City budget, specific projects should be identified so that there is a more compelling case to have the City Commission set aside money specifically for park and recreation projects.

As a reminder the City applied for DNR grants for Curry Park electrical upgrades as well as a new playground for Longyear Park. The City received a preliminary score for Curry Park grant and sent a response back to the DNR in September but have not heard back on the Longyear Park grant yet.

Chapter 7

ACTION PROGRAM

This Section details the five-year action program for the City of Ironwood. The action program is based on considerable public input including the Community Recreation Survey. The action program calls for a focus on improvements to the current park system, as well as the development of additional facilities in order to more fully meet the community's needs. Funding for this program is intended to come from a variety of sources including; state and federal grants, donations, fund raising, foundations and City contributions. The program is outlined in the table below.

Survey respondents' recommendations for potential future park and recreation improvements provide some guidance for the Parks and Recreation Committee. The following potential improvements garnered the broadest support showing over 75 percent aggregate importance in order of scoring: Longyear Park Permanent Restrooms, Outdoor Skating Rink, Signs describing local history, Downtown Pavilion, and Playground on North Side of Highway 2

CAPITAL IMPROVEMENT SCHEDULE

YEAR	PROJECT	COST	FUNDING SOURCES
2011	Purchase Railroad Grades	\$200,000	1, 2, 6
	Norrie Park Playground Equipment & Improvements	\$40,000	1, 3
	Dog Park	\$5,000	6
	Implement Bike Lanes on City Streets	\$2,500	1, 4, 5
	Establish Community & Flower Gardens	\$1,500	4, 5, 6
	Develop and Adopt Trail Master Plan	\$15,000	1, 2, 5, 6
	Identify/Purchase Location for Park North of US Rte 2	\$5,000	1, 4, 6
	Upgrade Civic Center Ice-Making Capacity & Other	\$300,000	1, 3, 4, 5, 6
	Plan for River Walk Trail System/Montreal River	N/C	
	Develop and Adopt Basic Master Plan for 2 Parks	N/C	
2012	Depot Park Area Improvements	\$429,000	1, 2, 5, 6, 8
	Purchase Railroad Grades	\$200,000	1, 2, 6
	Longyear Park Permanent Restrooms	\$50,000	1, 3, 6
	Develop Non-Motorized Trails in the City	\$5,000	1, 2, 5, 6, 8
	Develop River Walk Trail System/Montreal River	\$50,000	1, 2, 4, 5
	Dog Park	\$5,000	6
	Implement Bike Lanes on City Streets	\$2,500	1, 5
	Establish Community & Flower Gardens	\$1,500	4, 5, 6
	Mt Zion Park Improvements	\$10,000	1, 2, 3, 4, 5, 6
	Create an Outdoor Skating Rink	\$10,000	1, 3, 4, 5
Install Signs Describing Local History	\$5,000	3, 5, 6	
2012	Build Playground on the North Side of US Rte 2	\$30,000	1, 2, 3, 4, 5

	Upgrade Civic Center Ice-Making Capacity, Other	\$100,000	1, 4, 6
	Install Sign for each City Neighborhood	\$7,500	5, 8
	Develop & Adopt MMHP Master Plan	\$20,000	1, 5, 6
	Develop and Adopt Basic Master Plan for 2 Parks	N/C	
	Resurface Patterson Tennis Court	\$10,000	1, 3
	Upgrade Electric System at Curry Park Campground	\$7,000	1, 4, 5
2013	Purchase Railroad Grades	\$200,000	2
	Develop and Improve Trails & Trailheads	\$360,000	1, 2
	Depot Park Area Improvements	\$200,000	1, 2, 5, 6, 8
	Develop Non-Motorized Trails in the City	\$5,000	1, 2, 5, 6, 8
	Develop River Walk Trail System/Montreal River	\$50,000	1, 2, 4, 5
	Implement Bike Lanes on City Streets	\$2,500	1, 5
	Establish Community & Flower Gardens	\$1,500	4, 5, 6
	Mt Zion Park Improvements	\$10,000	1, 2, 3, 4, 5, 6
	Install Signs Describing Local History	\$5,000	3, 5, 6
	Install Sign for each City Neighborhood	\$7,500	5, 8
	Explore Feasibility of Children's/Nature Museum	\$15,000	5, 6
	Upgrade Civic Center Ice-Making Capacity, Other	\$100,000	1, 3, 4, 5, 6
	Plan for US 2 Non-Motorized Corridor Enhancements	\$50,000	1 - 6
	Develop and Adopt Basic Master Plan for 2 Parks	N/C	
	Longyear Park Improvements and Trail Head Improvements \$100,000	\$100,000	1, 4, 6
2014	Purchase Railroad Grades	\$200,000	2
	Develop and Improve Trails & Trailheads	\$360,000	1, 2
	Develop Non-Motorized Trails in the City	\$5,000	1, 2, 5, 6, 8
	Develop River Walk Trail System/Montreal River	\$50,000	1, 2, 4, 5
	Lighted X-Country Ski Trail in MMHP	\$40,000	1, 3, 6
	Implement Bike Lanes on City Streets	\$2,500	1, 5
	Establish Community & Flower Gardens	\$1,500	4, 5, 6
	Install Signs Describing Local History	\$5,000	3, 5, 6
	Install Sign for each City Neighborhood	\$7,500	5, 8
	Implement US 2 Corridor Enhancements	\$170,000	1 - 6
	Develop and Adopt Basic Master Plan for 2 Parks	N/C	
2015	Purchase Railroad Grades	\$200,000	2
	Develop and Improve Trails & Trailheads	\$360,000	1, 2
	Develop Non-Motorized Trails in the City	\$50,000	1, 2, 5, 6, 8
	Develop River Walk Trail System/Montreal River	\$50,000	1, 2, 4, 5
	Implement Bike Lanes on City Streets	\$2,500	1, 5
	Establish Community & Flower Gardens	\$1,500	4, 5, 6
	Install Signs Describing Local History	\$5,000	3, 5, 6
	Install Sign for each City Neighborhood	\$7,500	5, 8

Implement US 2 Corridor Enhancements	\$170,000	1 - 6
Develop and Adopt Basic Master Plan for 2 Parks	N/C	

Funding Source:

1. City of Ironwood
2. Michigan Natural Resources Trust Fund
3. Recreation Passport Grant
4. Land and Water Conservation Fund
5. Other State or Federal Programs
6. Private Sources (fund raising, donations, recreation association, & foundation grants)
7. Neighborhood Preservation Program (MSHDA)
8. MDOT

RECREATION PROGRAM DEVELOPMENT

Recreation clubs can be formed at little to no cost and give residents a chance to participate in an activity that gets them out of the house and in shape. Perhaps these clubs would meet weekly. Club Examples: Walking, Running, Book, Biking, Snowshoeing and Cross Country Skiing. Explore establishing "Friends of" organizations for various parks.

A website, perhaps a blog, could be set up to initiate and trade club ideas. Partner organizations, such as local fitness centers, ski trails or the Carnegie Library, could make users aware of club opportunities.

Educational programs should be explored including bringing speakers to Gogebic Community College.

IMPLEMENT BIKE ROUTES ESTABLISHED BY COMMITTEE

In January 2011, the Parks and Recreation Committee established bike routes on City streets where lanes could easily be added as part of an infrastructure upgrade project, or independent of any public works project. (See Attachment F.) The city is exploring the feasibility of developing a Complete Streets program. Continue working with area schools on Safe Routes to Schools program.

PARKS AND RECREATION POLICY & BUDGET DEVELOPMENT

The Committee should discuss and make recommendations addressing the following parks and recreation policy areas that may require guidance, clarity and/or leadership from the City:

- Litter in parks and rest of the City.
- Cleaning up after dogs in parks, trails and rest of the City.
- Adding more discretionary funding to the Parks & Recreation budget.
- Define the scope of parks and recreation. What is recreation?
- Look for ways to communicate and collaborate more effectively with the Downtown Ironwood Development Authority, and provide support for Downtown Blueprint implementation.

- Effective code enforcement as it relates to park and recreation facilities.
- Brainstorm challenges of tighter funding, more municipalities chasing fewer dollars for park and recreation projects.