



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

***Parks and Recreation Committee Meeting Agenda***

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1. Call to Order
2. Recording of the Roll
3. Approval of the October 7, 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. Property Purchase Request on E. Ash St – Whitlow
  - b. Xcel Poles
  - c. 2014 Goals
  - d. Ayer and Luxmore (Sam)
9. Project Updates
10. Other Business
11. Next Meeting: December 4, 2013
12. Adjournment



**Proceedings of the Parks and Recreation Committee  
Monday October 7, 2013, 5:00 p.m.**

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A regular meeting of the Parks and Recreation Committee was held on Thursday, October 7, 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 5:20p		
Davey, Sam – Chair	X			
Kangas, Tom	X			
Shackelford, Monie, ex-officio, non-voting	X			
True, Marion	X			
Vuorenmaa, Bruce	X			
Wamhoff, Colleen	X			

Also present, Community Development Director Michael J.D. Brown. Mr. Somero in the audience.

3. Approval of the Minutes:

**Motion** by Wamhoff to accept the September 5, 2013 Meeting Minutes. **Second** by Vuorenmaa.

**Motion Carried 6 to 0.**

4. Approval of the Agenda: New agenda item #8d – Meeting Time change to be added to agenda.

**Motion** by Anderson to accept the Amended Agenda to add Item #8d – Meeting Time Change.

**Second** by True. **Motion carried 6 to 0.**

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

None

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

None.

7. Park Financials: Davey to speak with Clerk Gullan about the deer hunt fees.

8. Items for discussion and consideration:

- a. Clemens Street Property (Somero). (Mr. Somero in audience): Mr. Suzik sold his property to Mr. Somero. Mr. Somero is requesting to purchase an approximately 90' by 150' parcel of property adjacent to the residence on 505 South West Street. Discussion on the history of this matter was had. The property is not on the City's Surplus Property List; however is zoned Open. The Committee asked Mr. Somero if he would be willing to grant an easement for possible trail purposes, and he said he would.

**Motion** by True to sell the property on Clemens Street to Somero and follow the direction of the City Commissioners. **Second** by Wamhoff. **Motion carried 6 to 0.**

- b. Letter of Support for downtown Art Place (DAP): Director Brown said that he received a letter from the DAP requesting a letter of support for a grant they are applying for a new HVAC system.

**Motion** by Anderson to send a letter of support to the DAP. **Second** by Kangas. **Motion carried 6 to 0. (Note: Annette Burchell arrived at 5:20 p.m.)**

- c. 2014 Goal Setting:

Director Brown said that it's time to put together this next year's goals, so that when it comes to budget time next year, the Committee is ready.

- *Repave Mt. Zion road and add directional signage (5)*
- *Access Trail from non-motorized trail to Miner's Park (4)*
- *Work with Ironwood Schools to acquire Norrie School site and develop park/playground (4)\**
- *Install lights on the ski trail in Miner's Park (4)*
- *Install an outdoor skating rink (3)*
- *Install Mt. Zion accessible viewing deck (2)*
- *Tree trimming at Mt. Zion (1)*
- *Create a dog park (1)*
- *Install Mt. Zion guard rail (0)*

\*Requires amendment to 5 year park and rec plan to be eligible for DNR grant funding.

- d. Meeting time change:

**Motion** by True to amend the Committee's By-Laws to change the time of the Parks and Recreation meetings from 5:00 p.m. to 5:30 p.m. **Second** by Vuorenmaa. **Motion Carried 7 to 0.**

9. Project Updates:

Director Brown stated that Curry Park grant preliminary scoring came in. We received 5 more points than last year. We will need to wait for the rankings to come in to see if the City will receive any grant money.

Trail Map: Director Brown stated this will be rolled into the Comprehensive Plan Update. The Planning Commission will be meeting in November to begin working on this.

10. Other Business:

None

11. Next Meeting: November 4, 2013 at 5:30 p.m.

12. Adjournment:

**Motion** by True to adjourn the meeting. **Second** by Vuorenmaa. **Motion Carried 7 to 0.**  
Adjournment at 6:14 P.M.

Respectfully Submitted

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Sam Davey, Chair

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Kim M. Coon, Community Development Assistant

**INCOME STATEMENT**  
SEPTEMBER

Page: 1  
10/28/2013  
3:35 pm

City Of Ironwood

YEAR: THROUGH SEPTEMBER	YTD Amd. Bud.	YTD Actual
Fund: 101 - GENERAL FUND		
Expenditures		
Dept: 751.000 PARKS MAINTENANCE		
702.000 SALARIES AND WAGES	38,000.00	9,909.19
715.000 SOCIAL SECURITY	3,000.00	757.41
718.000 RETIREMENT	8,000.00	1,775.43
718.002 RETIREE HEALTH CARE	4,000.00	0.00
719.000 OTHER FRINGE BENEFITS	100.00	100.00
728.000 OPERATING SUPPLIES	2,500.00	920.83
777.000 CUSTODIAL SUPPLIES	300.00	487.78
801.000 CONTRACTUAL SERVICES	10,000.00	4,556.66
803.000 DEER HUNTING PROGRAM	2,500.00	326.00
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	697.47
917.000 WORKERS COMPENSATION	500.00	116.97
920.000 PUBLIC UTILITIES	10,000.00	1,837.88
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	10,292.75
956.000 MISCELLANEOUS EXPENSE	0.00	93.75
977.000 NEW EQUIPMENT	2,000.00	0.00
PARKS MAINTENANCE	104,150.00	32,336.87
Expenditures	104,150.00	32,336.87
Net Effect for Fund GENERAL FUND	-104,150.00	-32,336.87
Grand Total Net Effect:	-104,150.00	-32,336.87

\* Skipped Unbudgeted \$0 Balance Accounts



## MEMO

**To:** Chair Davey and Parks and Recreation Committee

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

**Date:** October 28, 2013

Meeting Date: November 4, 2013

**Re:** PC Case 2013-013 Property Purchase Request on East Ash Street

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Before the Commission is a property purchase request from John Whitlow for two pieces of property the City owns on East Ash Street. Parcel 27-233-050 requires an appraisal to set a price and has been placed on hold to sell for possible future development of the site; it's approximately 3.1 acres. Parcel 27-233-070 is set at \$500 and is approximately 0.45 acres. As you can see on the attached aerial map Mr. Whitlow owns a number of parcels in the vicinity and would like to increase his property holdings for his retirement home.

As you will see from the parcel map much of the area to the south and east of these parcels are already platted lots and roads but undeveloped. When the City put its surplus list together it put a hold on selling parcel 27-233-050 until a development was planned for it. The Commission should discuss whether it's in the City's best interest to sell this larger parcel for the development of one home or if it is better served through a planned residential development with multiple residential lots and through streets similar to the existing platted areas surrounding it.

Mr. Whitlow can purchase parcel 27-233-070 as it already has a price set on it, however, parcel 27-233-050 requires more discussion. Because the City has already identified this parcel as more valuable to a more planned development **staff recommends this parcel not be sold at this time until a planned development is proposed for further discussion.** In addition, the City may want to wait until its new comprehensive plan is completed to better evaluate the sale and development of City owned property; the City Commission recently decided not to take action on a property purchase request regarding property east of the Public Works facility until the comprehensive plan is completed.

September 30, 2013

My name is John Whitlow. I've owned my home at 451 E. Birch St. in the Norrie location for 4 years and pay roughly \$1,000 in taxes on home and property. I intend on building my retirement home here in the city of Ironwood or in the north woods of Wis. I'm writing to you in hopes of purchasing city owned lots #37 27-233-050 and lot #38 27-233-070. Last year I bought the adjoining lot, of roughly the same size, through the tax-sale for \$300. These 2 lots would be a continuation of the property I already own. I need to determine where to build within the next 3 - 4 weeks. I'd like to offer \$3,000 for both properties in order to show my seriousness. I'd greatly appreciate a prompt response and I thank you all for your time.

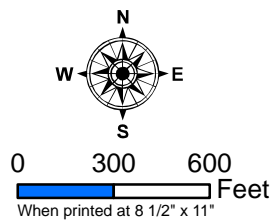
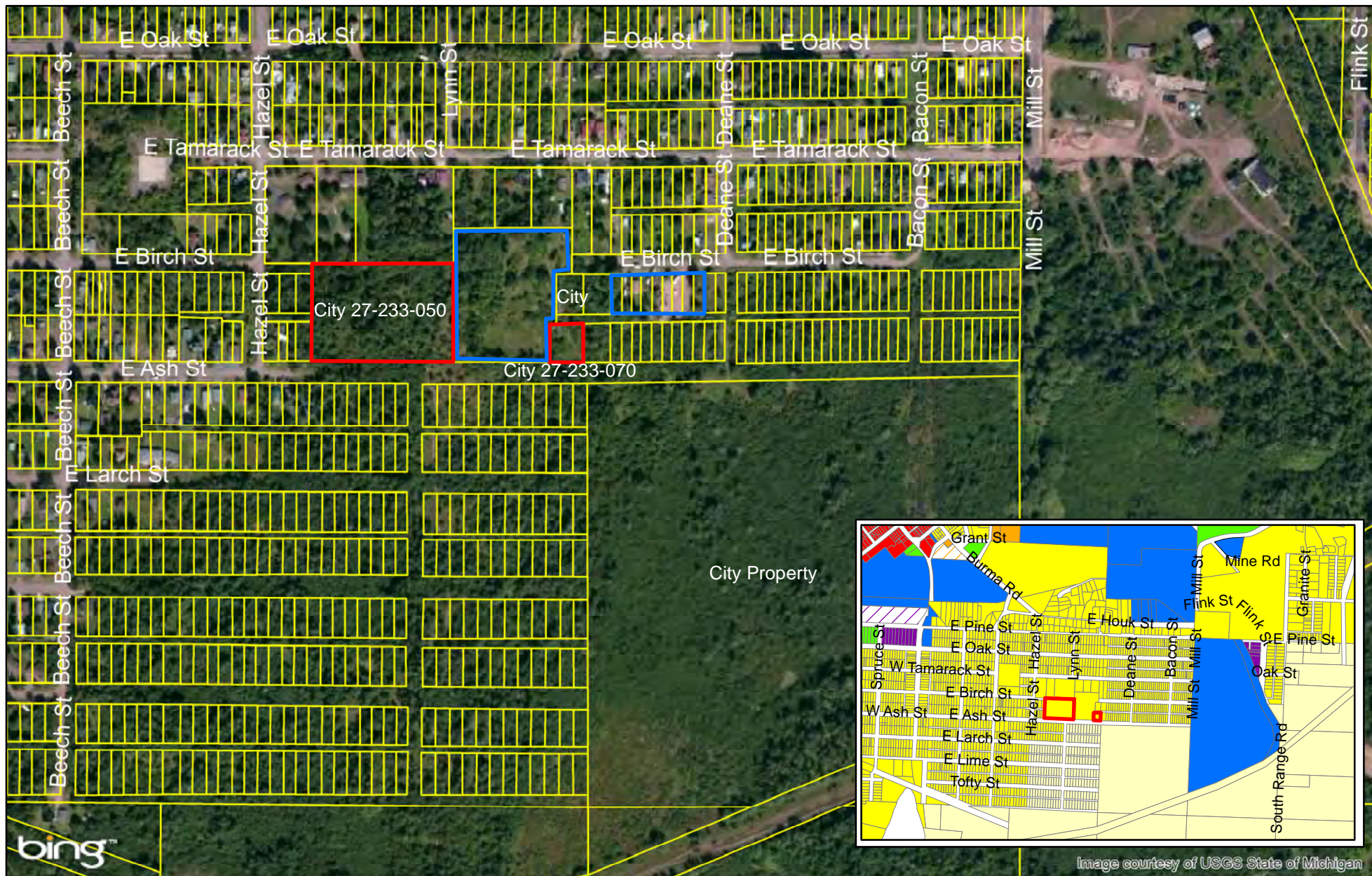
Sincerely yours,

A handwritten signature in cursive script that reads "John Whitlow". The signature is written in dark ink and is positioned below the "Sincerely yours," text.

John Whitlow

906-364-7096





# PC Case 2013-013 Property on East Ash St

Monday, October 14, 2013

## Legend

- City Property on East Ash St
- Whitlow Property













## MEMO

**To:** Chair Davey and Parks and Recreation Committee

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

**Date:** October 28, 2013

Meeting Date: November 4, 2013

**Re:** 2014 Goal Setting

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At its October 7, 2013 meeting the Committee discussed and voted on its goals for 2014. Attached is the list with the number of votes for each goal. The following are staff's recommendations:

1. Request money is budgeted in the 2014/2015 City budget to repave Mt. Zion road and install directional signage. The Committee will then need to discuss what type of directional signage is desired and its location to determine quantities and pricing. As this property is outside the City limits and there are many other street projects that the City has on its project list, its unknown how this request will fare with the other street project requests.
2. The access trail from the non-motorized trail to Miner's Park can be accomplished during the comprehensive planning process with the trail map. Implementation of the trail may require more time as it will need to be determined if the trail would need to cross private property and then acquire necessary easements as well as to construct a trail which would require funding.
3.
  - a. Acquisition of the Norrie school site for a park may not require funding if the school district is willing to donate the land or a portion of it, long term maintenance will be a question for the City however. Installation of a playground or other park equipment will require funding. Depending on what is desired at the park estimate \$50,000-\$75,000 for the project. Specific equipment should be discussed to determine pricing.
  - b. Instillation of lights for the ski trail in Miner's Park will also require funding. A basic plan would need to be prepared to determine how many linear feet of wiring would be required and the number of lights required and acquire an estimate for this work. The plan should be prepared by the Committee in cooperation with the Miner's group as they are the most familiar with the needs. A couple Committee members should take the lead on the plan, acquiring an estimate and coordination with the Miner's group.

Staff can have acquisition discussions with the school district on the Norrie school site. However, the Committee should choose either installation of a park at Norrie School or instillation of lights for a ski trail for Miner's Park in order to request the City Commission obligated future funds for one of these projects in City budget in order to apply for a DNR grant in April of 2014. If however, the City is not successful with the Curry Park and Longyear Park Grant it applied for in 2013, it should reapply for those grants instead.

## **2014 GOALS**

### **PARKS AND RECREATION COMMITTEE (P/R)**

- Repave Mt. Zion road and add directional signage (5)
- Access Trail from non-motorized trail to Miner's Park (4)
- ***Work with Ironwood Schools to acquire Norrie School site and develop park/playground (4) \****
- Install lights on the ski trail in Miner's Park (4)
- Install an outdoor skating rink (3)
- Install Mt. Zion accessible viewing deck (2)
- Tree trimming at Mt. Zion (1)
- Create a dog park (1)
- Install Mt. Zion guard rail (0)

***\*Requires amendment to 5 year park and rec plan to be eligible for DNR grant funding.***