



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

### *Downtown Ironwood Development Authority Meeting Agenda*

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1. Call to Order
2. Recording of the Roll
3. Approval of the October 24, 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. Flower Baskets
  - b. Blueprint Report
  - c. Goal Setting
  - d. 2014 Meeting Schedule
9. Project Updates
  - a. 2013 Goals
10. Other Business
11. Next Meeting: **TBD December 19, 2013**
12. Adjournment



**Proceedings of the Downtown Ironwood Development Authority  
Thursday October 24, 2013**

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A regular meeting of the Downtown Ironwood Development Authority was held on Thursday, October 24, 2013 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	PRESENT		EXCUSED	NOT EXCUSED
	YES	NO		
Williams, Tom, Chair	X			
Corcoran, Kim		X	X	
Erickson, Tim	X			
Garske, Lea-ann	X			
Peterson, Larry	X		Arrived 8:08	
Schwartz, Becky	X			
Semo, Rick,	X			
Smith-Furgason, Eva		X	X	
Tacconelli, Peter	X			
Tippett, Rick		X		X
	<b>7</b>	<b>3</b>	<b>Quorum</b>	

Also present: Community Development Director Michael J. D. Brown, City Manager Scott Erickson.

3. Approval of Minutes: Correct Eva Smith-Furgason's name in September 26, 2013 meeting minutes.

**Motion** by Semo to accept the meeting minutes from September 26, 2013. **Second** by Schwartz. **Motion Carried 7 to 0.**

4. Approval of the Agenda:

**Motion** by Semo to approve the Agenda. **Second** by Garske. **Motion** carried **7 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-Minutes Limit):

None

7. Financial Report. Director Brown presented the financials for consideration for Director Linn.

**Motion** by Schwartz to accept the financials as presented. **Second** by Garske. **Motion Carried 7 to 0.**

8. Items for Discussion and Consideration:

- a. Blue Print Report: Director Brown stated that the Blue Print Report is due to be completed and submitted to the State. One of the components of the report is the reporting on new businesses and employees. Director Brown would like the members of DIDA to go out and canvas the new businesses to get information on the number of new businesses, number of employees, type of business, and closed businesses. No action was taken on this item; however, it was requested to put this item on November's agenda for review.

- b. Flower Baskets: Director Brown stated that Lake's Nursery has contacted him about the number of flower baskets and color of the baskets for the Summer 2014 season. Director Brown said that last year 69 baskets were bought and that there is \$2,415 in the budget for the purchase of baskets. Director Brown indicated that if there is to be an increase in the price, it would only be \$1.00 or \$2.00.

**Motion** by Semo to purchase 69 baskets from Lake's Flower Cabin. **Second** by Schwartz. **Motion Carried 7 to 0.**

- c. Lift Truck: Garske indicated that she was very uncomfortable spending \$500 for a lift truck to take down the holiday wreaths that was voted upon at last meeting. She was also uneasy directing the City's crew with their work. Discussion ensued regarding the removal of the holiday wreaths and it was decided that no action on this item will be taken until the January or February 2014 meeting.

As an aside, Director Brown indicated that the Pocket Park's lights are being put up by the Master Gardeners and if lights are needed to be purchased they have been budgeted for.

9. Project Updates – 2013 Goals: Director Brown said that progress is being made on the goals. Chair Williams indicated that he is very happy with what the Downtown has accomplished with the DIDA and with the Downtown Art Place.

Semo wanted to know what is happening with the blighted home on Wall Street. City Manager Erickson said that this individual has been taken to court and that there is a warrant for his arrest. Erickson was unsure what the next steps would be and is to talk to City Attorney Pope. Semo indicated that the blight issue needs to be addressed aggressively and asked that the City's blight person attend the next meeting to give an update.

Other Business: Garske said that she would like a welcome letter sent to Uncommon Goods; they took over the former Gasparick space.

Garske would also like "thank you" letters sent to those who participated in the new sign for the DAP, as well as for the new vinyl window sign that was placed on store fronts across from the DAP. Garske to provide Ass't. Coon with the names.

Director Brown indicated that he is waiting on information from Chuck Hagstrom for the façade grant. If any of the committee members see Mr. Hagstrom, to please ask him about getting the information in for his business so that the grant can be applied for.

Garske wanted to know if there was any news on the light pole at the Pocket Park. Director Brown stated that insurance has been filed and that he will inquire if there has been any further action.

Director Brown indicated that the DIG grant was submitted and that we probably won't hear anything until February 2014.

Semo commented that the Smithsonian's visit here went well. He said that there is a better than 50/50 chance that we will be selected to house the exhibit.

The DAP has two new artists. Schwartz commented that her tour of the DAP was very good and enlightening. Schwartz also stated that there will be a Holiday Open House for the Downtown businesses on November 1 and 2. Schwartz will send Ass't. Coon and Erickson information to post on their respective websites.

Semo commented that the DAP is exceeding all expectations.

10. Next Meeting: November 21, 2013

11. Adjournment at 8:38 a.m.

Respectfully Submitted

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Thomas Williams, Chair

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Kim M. Coon, Community Development Assistant



## MEMO

**To:** Chair Williams and DIDA Members

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

**Date:** November 13, 2012

Meeting Date: November 21, 2013

**Re:** 2013 Downtown Blueprint Report

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As was discussed last month I asked the DIDA members to canvas the downtown for new businesses and businesses that left during 2013. I asked that you acquire the following information to be included in the Blueprint Plan Report to the State of Michigan: 1. The Business Name, 2. Type of Business and 3. Number of Employees. Please be prepared to provide this information at the meeting.



## MEMO

**To:** Chair Williams and DIDA Members

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

**Date:** November 13, 2012

Meeting Date: November 21, 2013

**Re:** 2014 Goal Setting

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It's that time of year again to start thinking about our goals for next year. Please review the Blueprint Plan for ideas for goals for 2014 and be prepared to list and vote on goals. The current goals are attached as always to the agenda for review.

## **2014 DIDA Meeting Schedule**

Thursday, January 23, 2014

Thursday, February 27, 2014

Thursday, March 27, 2014

Thursday, April 24, 2014

Thursday, May 29, 2014

Thursday, June 26, 2014

Thursday, July 24, 2014

Thursday, August 28, 2014

Thursday, September 25, 2014

Thursday, October 23, 2014

Thursday, November 20, 2014\*

Thursday, December 18, 2014\*

\*Regularly scheduled meeting moved due to holiday

## 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 September 2013. 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