



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 September 25, 2014 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. Downtown Blueprint Report
 - b. Christmas Wreath Contribution Letters
 - c. Flower Baskets
 - d. Jack Frost – Sandy Harden
9. Project Updates
 - a. Comprehensive/Blueprint Plan Implementation Status
 - b. Business Retention Program
10. Other Business
11. Next Meeting: November 20, 2014
12. Adjournment



**Proceedings of the Downtown Ironwood Development Authority
Thursday September 25, 2014**

A regular meeting of the Downtown Ironwood Development Authority (DIDA) was held on Thursday, September 25, 2014 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			
Nancy Korpela	X			
Corcoran, Kim		X	X	
Garske, Lea-Ann	X			
Peterson, Larry		X		X
Schwartz, Becky	X			
Sim, David	X			
Gaunt, Andrew	X			
Tacconelli, Peter	X			
Tippett, Rick	X			
	7	3	Quorum	

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

3. Approval of Minutes:

Motion by Sim to accept the meeting minutes from the August 28, 2014 meeting.
Second by Schwartz. **Motion Carried 8 to 0.**

4. Approval of the Agenda:

Motion by Tacconelli to approve the Agenda. **Second** by Garske. Motion carried **8 to 0.**

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

None

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

None

7. Financial Report.

Director Brown stated that Director Linn will have a 3 month financial report for next meeting.

8. Items for Discussion and Consideration:

- a. Pocket Park Snow Removal Contract: Director Brown stated that James Gregory had agreed to shovel the sidewalks around the Pocket Park, for \$500 in 2014 and 2015.

Motion by Garske to accept James Gregory Pocket Park Snow Removal Contract, **Second** by Tacconelli. **Motion carried 8 to 0.**

- b. Local Façade Improvement Program Guidelines: Director Brown updated the Authority with the Local Façade Improvement Plan, which is highlighted in the Comprehensive Plan. Based on figures from 2007 provided by Housing and Urban Development (HUD), the City is no longer classified as low – moderate income. Director Brown is currently petitioning the state to look at 2014 figures. This new scoring has increased the requirements for the Community Development Block Grant (CDBG) Façade program. A new objective is job creation or have blight removal completed. He stated that the DIDA can petition the state to use more accurate and current data. The City Commission has dedicated \$2,500 for the local program. The idea is to show small impact and overtime obtain more funds through the budget process, or other means. The program is a maximum of \$625 for 4 property owners. A committee comprised of the Building Inspector, DIDA Chair, CD Director and a Historical Society representative will select the recipients. Williams asked if the program is required to pay federal wages. Director Brown stated no. The applications process will be done throughout the winter and the work will be done in the spring. Williams is concerned about the small amount of funds available. Garske stated that it can at least paint a few buildings and have small improvements. Director Brown stated that the hope is to show improvements to get more money over time. The program is a 1 to 1 match, which means that the owner will have to match the amount of the grant. A business with a higher match will score higher in the process.

Motion by Garske to recommend to the City Commission to adopt the guidelines as presented, **Second** by Korpela. **Motion carried 8 to 0.**

- c. Medical Marihuana: Director Brown opened the discussion. He noted the new medical marihuana bill that will potentially be adopted soon, to allow commercial medical marihuana centers. This law will or will not allow provisioning centers to come into the community. If the answer is to allow them, the municipalities will create laws to regulate the facilities. Currently law enforcement agencies have very little power or control, with the current law. This new bill will give the public safety the ability to inspect the provisioning centers, know who the patients are and know who is selling to the provisioning centers. The police will have a better understanding of where it's being grown in the community, and it will give them control of the situation. Garske asked if giving the police control is a primary purpose of this law. Director Brown stated that he doesn't think that this is the purpose, but it is a benefit. He stated that the Planning Commission has already gone through their discussion. They have then discussed the zoning, which they agreed on a high visibility zone with heavy foot traffic. Their thought is the C-2 downtown district. The Planning Commission also thought that this will improve the economic situation in the downtown. Discussion ensued. Police Chief DiGiorgio addressed the authority with the standpoint of obtaining control of the situation. This proposed law will allow public safety to create rules to control. DiGiorgio stated that visibility helps public safety do their job. He then stated that if they do allow this in the Downtown, the ordinance can be very restrictive to any odors. Garske stated that with the visibility of the downtown and the recommendation from public safety, it should be in the downtown. There was consensus to allow it in the downtown.

9. Project Updates:

- a. Comprehensive/Blueprint Plan Implementation Status:
 - a> Marketing of the Downtown: Memorial building and chamber brochure are now completed.
 - b> Develop the green space across from the theatre: The city is looking into the Michigan Economic Development Corporation (MEDC) and Michigan Council for Arts and Cultural Affairs (MCACA) grant funding.
 - c> Depot Park Completion: The City has applied for the Department of Natural Resources (DNR) grant. Director Brown has received comments from the DNR to help the City score higher.
 - d> TIF: There is new TIF legislation that is being proposed.

Director Brown updated the Authority on the progress with the portions of the Comprehensive Plan, that relate to the DIDA: Façade Improvement Program, Marketing the Community, which staff is currently looking at Branding and Marketing, Housing Rehab Toolkit, Community Wide Arts Plan and the Art Park.

- b. Business Retention Program: Garske asked about the new business opening up next to the Fabric Patch. Williams suggested to the Authority to dedicate 1 or 2 hours after each meeting and schedule their business visits. Garske agreed that each member should schedule business visits in their calendar, to work on after each meeting.

10. Other Business:

Schwartz asked about the trailer parked in Lahti's parking lot. Director Brown stated that she does have a license and that she is operating on private property.

Williams stated that the Ironwood Chamber of Commerce will be visiting next month to discuss moving Hiawatha Statue to Depot Park.

Director Brown updated the group on the Farmers Market, which is still happening on Friday's. October 10th is the 1st annual Harvest Fest & Pumpkin Patch. The Parent Teach Organization (PTO) will be helping with the festival, along with the Farmers Market group.

11. Next Meeting: October 23, 2014 at 8:00 a.m.

12. Adjournment at 9:00 a.m.

Motion by Garske to adjourn, **Second** by Schwartz. **Motion Carried 8 to 0.**

Respectfully Submitted

Tom Williams, Chair

Tim Erickson, Community Development Assistant



MEMO

To: Chair Williams and the DIDA

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

Date: October 14, 2014, 2014

Meeting Date: October 23, 2014

Re: Memo on Agenda Items

Financials will be made available by the meeting per Finance Director Linn.

- a. Downtown Blueprint Report: Every year the DIDA is required to submit a report to the State on the Downtown Blueprint. As part of that report they look for information on number of new businesses and employee counts as well as businesses that went out of business. One component of the business retention program is just that. I would ask that each DIDA member go through your respective zones and identify and record this information and submit it to me by the November 20, 2014 meeting in order to prepare the required report.
- b. Christmas Wreath Contribution Letters: As discussed earlier this year a contribution letter (attached) has been prepared for Christmas Wreaths. The last couple of years the DIDA has hand delivered letters to the downtown businesses and mailed the remaining to other businesses within the City. The DIDA should discuss how it would like to proceed on this matter. If you hand deliver to the downtown each member should deliver to their respective zones.
- c. Flower Baskets: It's that time of year already to start thinking about flower baskets for next summer. There are a couple items to consider:
 - i. Do you want to continue with the same company or bid it out? This past year the baskets were \$36 a piece, up a dollar from previous years.
 - ii. How many flower baskets do you want? 69 have been budgeted for however I have had some recommendations to reduce the number in order to assist with the upkeep of them thereby reducing cost. The idea would be to only place baskets in the core block and not extend the baskets to every light pole we have used in the past. A recommended amount is 45 if that is the decision the DIDA wants to go. As a reminder there was a shortfall of approximately \$600 of donations to cover the flower basket purchase expense.

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DOWNTOWN IRONWOOD
DEVELOPMENT AUTHORITY
Wreath Fund
Contribution Form

The Downtown Ironwood Development Authority (DIDA) has again undertaken the job of collecting money for the Downtown area Christmas wreaths. The DIDA is thankful for the support of those who have contributed in the past to help with this project.

To continue this tradition, donations will be needed from businesses and people like you, who are interested in the beautification of our city. We hope you will be able to assist us this year. With the renovation of Main Street and Depot Park complete the wreaths will truly add to the beauty of our town! A total of 49 wreaths have been purchased already. The request is again \$25.00 for a wreath, if the funds exceed the cost of the wreaths, they will be used for maintenance.

If you are able to help us with this beautification project, please send your check made payable to "Downtown Ironwood Development Authority, Attention Tim Erickson", earmarked "Christmas Wreath Fund 2014" along with this form to the City of Ironwood, 213 S Marquette Street, Ironwood, MI 49938.

Thank you in advance for your help!!

DOWNTOWN IRONWOOD DEVELOPMENT AUTHORITY

Tom Williams, Chair

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Name _____

Address _____ Phone _____

Amt. Donated _____

Mail to: City of Ironwood, Attn. Tim Erickson, 213 S. Marquette, Ironwood MI 49938.

Contributions to an organization described in section 170(c)(1) for exclusively public purposes will be deductible for federal income tax purposes. Section 170(c)(1) describes states, possessions of the United States, political subdivisions of the foregoing, the United States, and the District of Columbia. The amount of your contribution that is deductible for Federal income tax purposes is limited to the excess of the amount of any money and the value of any property other than money contributed by the donor over the value of the goods or services provided by the organization.

DOWNTOWN IRONWOOD DEVELOPMENT AUTHORITY

GOALS – 2014

Project Drives in RED / Status In BLUE

1. Marketing of Downtown; better communication with/other organizations (ie., Chamber/brochure (**3 vote**) **Becky** / Chamber and Memorial Building Brochure completed.
2. Develop green space across from Theater (**3 votes**) **Tom**/ Art Park concept plan completed, looking at applying for MEDC crowdfunding grant.
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**) **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. New legislation is being proposed, waiting on outcome.
9. Investigate/implement angled parking
10. Review sign regulations

*Priority goals are intended to be completed in 2014

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