

**CITY OF IRON RIVER
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
September 21, 2015**

Chairman Tarsi called the meeting to order at 12:15 p.m.

Roll Call: Zanon, Lindwall, Tarsi, Duda, and Meske.

Absent: Nora Petrucelli, Jim Quayle and Mark Saigh

Also Present: Attorney Ron Basso, and Interim City Manager Rachel Andreski.

Public in Attendance: Marilyn and Tom Peterson, Robert Rafferty (TRICO), Joe Voellinger (IC Chamber of Commerce), Josh Brindle (The IronLine) and Craig Richardson (GEI Consultants).

APPROVAL OF THE AGENDA: Duda moved, with support from Meske to approve the Agenda with the following amendment: 8. New Business – move item (d) MI Energy LED Street Lighting Project to (a). All in favor; motion carried.

PUBLIC COMMENT: Marilyn Peterson questioned the DDA and City's sponsorships over the past years especially with the UP Rodeo and The IronLine. It is Peterson's belief that there is a repeated misuse of public funds for private purpose.

Ron Basso reminded Tarsi that during public comment, the Authority should not comment on the public comment.

REPORTS: None.

FINANCIALS

August 2015 Financials: Zanon moved, with support from Duda to receive and file the August 2015 Financials.

Roll Call: Ayes-5: Meske, Lindwall, Duda, Zanon and Tarsi. Nays: 0.

Absent: 3-Petrucelli, Quayle and Saigh. Motion carried.

Basso & Basso Invoices - \$2,133.09: Lindwall moved, with support from Duda to approve Basso & Basso's Invoice in the amount of \$2,133.09 for services for the month of August.

Roll Call: Ayes-5: Zanon, Meske, Duda, Lindwall and Tarsi. Nays: 0.

Absent: 3-Petrucelli, Quayle and Saigh. Motion carried.

OLD BUSINESS

Digital Sign Update: Tarsi provided a verbal update that he was in contact with Kris Hughes of Nicolet Sign to see about the possibility of obtaining a larger sized sign. A 4'2" high by 5'10" wide 6mm full colored sign is \$20,725. There is currently a \$500 credit as the DDA did not require the laptop computer.

Meske moved to table the upgrade of the larger digital sign. Lindwall supported. All in favor; Motion carried.

Digital Sign Resolution: Basso made some changes to the Digital Sign Resolution, however, requested it be tabled as Joe Voellinger from the Iron County Chamber of Commerce presented a policy recommendation that will be discussed under New Business. Zanon moved, with support from Duda to table the item. All were in favor; Motion carried.

Bond/Loan Update: Tarsi noted there are currently left-over funds from the bond for the demolition of the former Coast to Coast store. Disposal fees were much less than originally anticipating resulting in a savings. Conditions of the bond states the City cannot use the unused funds as a payment, nor can it be invested. The remaining funds can be spent on improvements in the City. Currently there is a surplus of \$48,664.

No action was taken.

Washington Avenue Barrels/Flowers: Robert Rafferty, TRICO representative, was contacted by City Attorney Mark Tousignant in regards to costs associated with re-planting flowers in the barrels on Washington Avenue as a result of damage by vehicles hitting the planters. Tousignant, Tarsi and Andreski are working on a policy when City property is damaged for seeking restitution. Rafferty would like to include annuals in the plantings to add color. No action was taken.

Main Street Update: Basso attended the second Michigan Main Street training session in Lower Michigan recently and provided handouts. The Main Street group continues to meet and make progress. The group has formed a Mission and Vision Statement as well as a board of directors. By November 4, 2015, a decision will need to be made whether to move forward with the program by going moving to the next level, which will require a hiring of a program manager, stay at the Associate Level, or decide not to participate in the program. No action was taken.

MDNR Trust Fund Grant Application: Craig Richardson of GEI Consultants and Recreation Committee Member updated the Authority on the City's pending MDNR Trust Fund Grant Application for Ice Lake Park Improvements. The City received a preliminary score from the MDNR which was not high enough for funding. This year, the MDNR is allowing applicants to make adjustments to their application to possibly obtain a higher rating. One area the City could gain more points is the local match. Tarsi requested Basso look into the legality of contributing to the City's funding match. No action was taken.

Sidewalk Program Update: No discussion or action was taken.

NEW BUSINESS

MI Energy LED Street Lighting Project: Andreski received a request for proposals from the Michigan Energy Office. Richardson looked over the proposal and in his opinion, does not feel the DDA would be eligible for the necessary points to be put into the funding level. The whole program is expending \$150,000 for the entire state, which would be a maximum of 5 projects total. The DDA may not be eligible as this is for communities that have not installed LED lighting, which the City already has. Richardson feels this is not a worthwhile investment for the City to pursue the grant.

Harvest & Haunt Fall Festival – Chamber of Commerce: Joe Voellinger, Executive Director of the Iron County Chamber of Commerce, provided information for the first Harvest & Haunt Fall Festival which is going to be held September 26, 2015 at the Klint Safford Memorial RV Park. Live music, 5k run, 2 mile walk, chili contest, costume parade and contest for kids, pets and adults, bonfire and much more is scheduled all free of charge. Voellinger is requesting the DDA's support for promotional advertising. Lindwall moved to sponsor the IC Chamber of Commerce's Harvest & Haunt Fall Festival in the amount of \$1,500. Zanon supported. Roll Call: Ayes-5: Meske, Duda, Zanon, Lindwall and Tarsi. Nays: 0. Absent: 3-Petrucelli, Quayle and Saigh. Motion carried.

Policy Recommendation for City Sign – Chamber of Commerce: Voellinger provided the DDA with an administrative policy statement for the digital sign. No action was taken as Basso and Voellinger will meet to review the resolution and policy and bring back to the DDA for approval.

The IronLine: Josh Brindle, IronLine representative, provided the DDA with a 2016 projected budget, along with a profit and loss statement from last year's event. This year the group is adding a separate course for the fat bike race which they expect to triple in participants this year. Also a new addition is the utilization of a timing company to provide electronic timing of the racers via GPS. With these additions, Brindle is requesting additional funds of \$3,750 from the DDA and the City. Tarsi moved to table the request to allow the Finance Committee to meet and look over the budget. Meske supported, all were in favor; Motion carried.

Windsor Center Façade Grant Application – Committee Set Date/Time: A Façade Grant Application was received from the Windsor Center. Andreski will notify the committee members to set a date and time to discuss the application. No action was taken.

AUTHORITY COMMENTS

Tarsi received a letter from the member of the UP Rodeo Committee thanking the DDA and City for their sponsorship and that the event was a success and plans are being made for next year's event. There is a thank you event planned at Snipe Lake Pub on October 10, 2015 from 3-9 p.m. for volunteers.

Adjournment: Zanon moved with support from Duda to adjourn at 1:29 p.m. All were in favor; motion carried.


Rachel Andreski, Interim City Manager/Clerk