

**CITY OF IRON RIVER
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
MARCH 20, 2017
12:15 P.M.**

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

Roll Call: Ed Lindwall, Roger Zanon, Jim Quayle, Adam Holroyd, and Terry Tarsi.

Absent: Jim Duda, Mark Saigh, and Heidi Kramsvogel.

Quorum present.

PUBLIC COMMENT: None.

APPROVAL OF THE AGENDA: Moved by Zanon, seconded by Quayle to approve the agenda as presented. Motion carried unanimously.

APPROVAL OF MINUTES: Moved by Zanon, seconded by Lindwall to approve the February 20, 2017 Regular Meeting Minutes as presented. Motion carried unanimously.

REPORTS:

- a. DDA Attorney Basso's Report – Will review the TIF legislation with the City Manager Thayer.
- b. City Manager Thayer Report - Wardo Building Demolition update. Contract was let with Hebert Construction on March 15th for \$107,000. Engineering costs were \$4,600 for a total project cost of \$111,600. Payment break out is as follows: City Capital Projects Fund Balance of \$26,928, Coast to Coast Fund Balance of \$33,910, City General Fund Balance of \$20,305 (40% of unfunded balance), DDA Fund Balance of \$30,457 (60% of unfunded balance). It is the intention to identify a developer to infill the property with a new business building. Thayer plans to designate the property with the State as our RRC Economic Development Project.

Thayer proposed a summer DDA project (1) of having Business District signs placed on US 2 at Ninth Ave. and Genesee St. to help increase traffic on Genesee St. (2) To have Public Parking signs placed on 2nd Ave. at Genesee St. and 3rd Ave. and Genesee St. arrowed toward the three back parking lots on the south side of Genesee St. (3) To finish rebuilding the sidewalks to the three back parking lots. (4) To fill and reshape with topsoil, then seed the Coast to Coast lot. Thayer will put together costs to pursue these suggestions.

- c. Façade Committee Report – No committee meeting was held. The Chair needs to fill vacant seat on the committee and is looking for an interested person to serve. Several Façade applications are out but no questions have been asked of the City Manager. Deadline to submit is March 31st. The Board earmarked \$10,000 for the FY 2018 program which will support four projects.

FINANACIAL REPORTS:

DDA Financial Report for February, 2017 – Moved by Zanon, second by Quayle to approve the report as presented. Roll Call: Zanon – yes, Quayle – yes, Lindwall – yes, Holroyd - yes, Tarsi – yes. Motion carried.

DDA Attorney Invoice – Moved by Quayle, second by Lindwall to approve the Attorney’s Invoice of \$580. Roll call: Quayle – yes, Holroyd – yes, Zanon – yes, Lindwall – yes, Tarsi – yes. Motion carried.

OLD BUSINESS: None.

NEW BUSINESS:

Discussion arose regarding the total 2017 Flower Program cost and what has been approved to date. Although the 30 flower basket cost at \$29.50 for a total of \$925, including transportation, was not captured in the minutes, the purchase and costs were discussed and concurred with. Thayer will put together a summary sheet and attached to the minutes. Outstanding questions will be presented at the next meeting.

Golden K: Moved by Zanon, second by Lindwall to approve an agreement with the Golden K Club to provide watering services for the 2017 Flower Program. Roll Call: Lindwall - yes, Quayle - yes, Zanon – yes, Holroyd - yes, Tarsi - yes. Motion carried.

PUBLIC COMMENT: None.

DDA MEMBER COMMENTS: None.

ADJOURMENT: The Chair adjourned the meeting at 1:25 p.m.

DDA 2017 FLOWER PROGRAM

1. Trico <u>K</u> #1 – Labor for base services of \$10,003.04.	(Approved 2/20/17)	\$10,003.04
2. Trico <u>K</u> #2 – Labor for Thrivent Flower Bed of \$531.87 and with soil amendments of \$80.00	(Approved 2/20/17)	\$ 611.87
3. Materials for base services paid directly by the City:		
Flowers and Soil Amendments - \$356.00	(Approved 2/20/17)	\$ 356.00
Mulch and Transportation - \$ 381.00	(Approved 2/20/17)	\$ 381.00
4. Materials for the US 2 Flower Bed paid directly by the City of \$47.00	(Approved 2/20/17)	\$ 47.00
5. Materials for the Thrivent Flower bed paid directly by the City of \$335.00	(Approved 2/20/17)	\$ 335.00
6. 30 Hybrid Petunias Hanging baskets from Forth Floral @\$29.50 with \$40.00 transportation for cost total of \$925.00.	(Concurred 2/20/17)	\$ 925.00
7. Golden K Club Flower Watering <u>K</u> of \$1,800.00	(Approved 3/20/17)	\$ 1,800.00
8. Replacement of wire baskets lost from last year @ \$6.50 (Pending Cost)		<u>\$ 195.00</u>
Total Cost for 2017 Flower Program		\$14,653.91

WARDO BUILDING

Option 1 – Demolition

The Engineer's estimate to tear down, remove debris, and restore the property for the Wardo's demolition project is \$131,100. I want to build a budget of \$140,000 for the project in the event bids are higher than expected. I believe necessary funds can be found in respective fund balances. When the DDA and the City partnered to tear down the Coast to Coast building the cost was split 66/33. Given all factors, I propose the split for this project at 60/40 after contributions from other fund balances. The following is a break out of the budget:

City Capital Projects Fund Balance	26,928
Coast to Coast Fund Balance	33,910
City Gen Fund Contribution	31,664
DDA Fund Balance Contribution	<u>47,497</u>
	\$140,000

	24,928	
	33,910	
	20,305	
	<u>30,457</u>	
	\$ 111,600	
	- 4,600	Engineer
	<u>\$ 107,000</u>	Bid

DAT
011117