

**DOWNTOWN DEVELOPMENT AUTHORITY
SPECIAL MEETING
Monday, December 16, 2024
12:15 P.M.
MINUTES**

Chair Kelly Dvorak called the meeting to order at 12:16 p.m. in the Council Chambers at City Hall.

Roll Call: Greg Scott, Jeanine Garcia, Ed Lindwall, Terry Tarsi, Rick Kinsey, Dennis Powell, Mark Saigh and Dvorak.

Absent: None

Also Present: City Manager Rachel Andreski, City Clerk Tyana Elenbaas, Craig Richardson (WICKWIRE), and Zach Hautala (ICECA).

PUBLIC COMMENT

None.

APPROVAL OF THE AGENDA

Lindwall requested a discussion regarding the streetlights on Genesee Street. Saigh moved with support from Tarsi to approve the agenda with the addition of the Genesee Street Lights to New Business. All were in favor. Motion carried.

APPROVAL OF MINUTES

Kinsey moved with support from Tarsi to approve:

- October 28, 2024, Regular Meeting Minutes

All in favor; Motion carried.

REPORTS

City Manager

- The Iron County Watershed Coalition returned the remaining \$900 to the DDA. This was the remaining funds from the DDA's sponsorship.
- Nicolet Sign – The “Welcome” signs will be finished sometime in December. Andreski directed Nicolet Sign to wait until Spring for installation.
- Parking Lots – The “Notice to Taxpayer” ad has been published and will expire 45 days from original publication on January 25, 2025. Richardson and Andreski continue to work with Steve Mann and a financial advisor to keep the project moving forward. The City Council also approved \$100,000 to contribute to the alley paving.

Facade Committee

Nothing to report.

Iron County Economic Chamber Alliance (ICECA)

- The Christmas in Lights parade was a big success. There was great participation and the floats were beautiful. Hautala gave the West Iron County Fire Department a big thanks for deploying the fireworks.
- Fast Track – All applicants were awarded money. Hautala explained that there will be more to come in his January report.
- Visitor Guides – Hautala noted that the Guides will be distributed 6 weeks earlier than usual. He noted that there will be 20,000 guides, which is about 5,000 more than what had been printed in previous years.

Beautification Committee

Nothing to report.

FINANCIAL REPORTS

Lindwall moved with support from Powell to approve the October 2024 DDA Financial Report.

Roll Call: Ayes – 7: Garcia, Tarsi, Scott, Saigh, Powell, Lindwall and Dvorak. Nays – 0. Motion carried.

Powell moved with support from Tarsi to approve the November 2024 DDA Financial Report.

Roll Call: Ayes – 7: Garcia, Lindwall, Scott, Saigh, Tarsi, Powell and Dvorak. Nays – 0. Motion carried.

Tarsi moved with support from Saigh to approve the October 2024 DDA Accounts Payable Report.

Roll Call: Ayes – 7: Garcia, Powell, Lindwall, Scott, Saigh, Tarsi and Dvorak. Nays – 0. Motion carried.

Saigh moved with support from Powell to approve the November 2024 DDA Accounts Payable Report.

Roll Call: Ayes – 7: Garcia, Lindwall, Tarsi, Scott, Powell, Saigh and Dvorak. Nays – 0. Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

2025 IRON COUNTY VISITORS GUIDE AD

Andreski explained that the Visitor's Guide has already been budgeted, and it is a great tool to advertise all the business that reside in our DDA district. Tarsi motioned with the support of Dvorak to take out a full-page ad in the Visitors Guide for \$895.00.

Roll Call: Ayes – 7: Garcia, Powell, Lindwall, Scott, Saigh, Tarsi and Dvorak. Nays – 0. Motion carried.

MEMBERSHIP

Andreski began by noting that three of our current Authority members are coming to the end of their terms. She stated that she had received a letter of intent from Chairperson Kelly Dvorak. Mr. Scott handed in his letter of intent at the beginning of the meeting. Unfortunately, Mrs. Garcia will not be returning.

Richard Kinsey read his resignation letter to the Authority, which was met with many thanks. It was noted that he had been extremely helpful, and he will be missed.

Greg Scott asked what the rules stated about members and if there would be a way to keep Mr. Kinsey on the DDA. Andreski stated that the rules state the member must be a business owner or represent a business within our DDA district. Considering how Mr. Kinsey's business is not located within the district, it was determined that he would not be able to continue for the remainder of his term.

Tarsi asked why there aren't more business owners interested in serving on the Authority. Andreski stated that she has been asking business owners if they would like to join and hasn't had any luck. She noted that she has posted vacancies in the local paper as well as periodically on social media. She also explained that she had met with an interested party, who had filled out the application to be

on the Authority. Andreski will present her application to the City Council at the upcoming meeting so they can review it.

Andreski also noted that we will need to revamp some of the committees, because they will need to fill the vacancy that Mr. Kinsey had left.

PA 57 OF 2018 – DIALOG WITH TAXING JURISDICTIONS

Andreski explained that PA 57 of 2018 is when the State recodified and revamped the DDA's/TIF's. She reiterated that the DDA's funds are to be spent not saved, and that at any time the State could take the remaining funds, since they have not been allocated back into the DDA. One of the rules states that the DDA must offer taxing entities we capture funding for must have an opportunity to question how we are spending those funds. Andreski stated that she extended the invitation to Melanie Camps County treasurer, as they are the only entity. Mrs. Camps thanked Andreski for the invite and wished us all a Merry Christmas.

GENESEE STREET LIGHTS

Scott noted that there were snowflakes that were not working on Genesee Street. He asked why the lights were not a priority to be fixed before the Christmas in Lights Parade. Andreski explained that currently the DPW was trying to fix the snowflakes, but they have run into issues, as the light poles were not properly working either. Andreski stated that Kevin Drier (Drier Electric,) was contacted and will be assisting the DPW in fixing the snowflakes and the light poles.

PUBLIC COMMENT

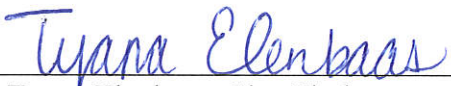
None.

DDA MEMBER COMMENTS

Mr. Kinsey expressed his thanks to the Authority for allowing him to serve. He expressed his desire to still be involved with the City and Iron County.

ADJOURNMENT

Motion made by Dvorak and supported by Scott to adjourn the meeting at 12:55 P.M. All in favor; Motion carried.



Tyana Elenbaas, City Clerk