

## ISHPEMING DOWNTOWN DEVELOPMENT AUTHORITY

Meeting of June 25, 2012

A meeting of the Ishpeming Downtown Development Authority was held on Monday, June 25, 2012, at 4:00 p.m. in the City Hall Conference Room. Chairman David Aeh called the meeting to order.

Present: David Aeh, Charlie Anderson, Dave Aro, Jered Ottenwess, Elaine Racine, Rosemarie Strom, Stacey Willey, and Dave Williams

Also present were Treasurer Anita Keto, John French, Chamber Director Elizabeth Peterson, Dan Perkins, and Dave Lampinen and Pat Coleman of UPEA.

### Public Comment

John French, President of the West End Community Arts Network, presented an autographed copy of the WECAN Art Stroll poster to say thank you for the contribution the DDA made to print the posters.

### Minutes of Previous Meeting

A motion was made by Mr. Anderson and seconded by Mr. Williams to accept the minutes of May 21, 2012, as presented. Motion carried.

### Financial Report

Mrs. Keto stated that engineering costs is the major expenditure and promotions expenditures will start with upcoming events. Mr. Anderson said bills from Consumers and Jacksons should be paid through Promotions for the Model A cut-outs, not by the IBA.

A motion was made by Mr. Anderson and seconded by Mrs. Racine to approve the financial report as presented. Motion carried.

### Chamber of Commerce Report

300 people have signed up for the Mud Plunge, and Mrs. Peterson has talked with Jon Kangas about City services. She will present final plans to see if the DDA will assist. The community guide is coming along, and about 60 ads have been sold so far. Kate Annala is working on the website. The text campaign has started. Mrs. Peterson said there has been media coverage about Chamber programs. The premiere screening of "Under the Radar Michigan" was held and will be included in the NMU rotation for a year. She attended Institute in June. There are now 215 Chamber members. Mrs. Peterson is working on the 4<sup>th</sup> of July, Festival of Treasures, and Pioneer Days events. She continues to work on renewals. They are keeping a visitor log.

### Legal Counsel

One proposal was obtained from David Savu for \$160 per hour, with no retainer, and the other from Steward & Sheridan for \$190 per hour, with no retainer. Following discussion, it was agreed Mr. Savu would be primary legal counsel, and Steward & Sheridan would be retained if Mr. Savu is not available.

### Little League Request

The Ishpeming Little League is considering hosting the 2013 11-12 year old State Little League Tournament on July 19-28. An email was received asking what help the DDA would be willing to provide. As the request is too vague, no action was taken.

### Proposal from Forget Not Photography

Stephanie Lake submitted a proposal to photograph community events in 2012 for \$350. Discussion following on whether there is a need for a professional photographer.

A motion was made by Mr. Aro and seconded by Mr. Williams to accept the proposal from Forget Not Photography in the amount of \$350. Ayes: Seven (7). Nays: None (0). Abstained: One (1 – Stacey Willey). Motion carried.

### Lake Bancroft Landscaping

Yvonne Leaf charges \$40 per hour for landscaping. Mrs. Leaf has submitted a bill of \$9,579.13, including \$3,499.13 for materials, for services from May 17 to June 18. The Beautification budget is \$10,000. Bare minimum to maintain the existing gardens will require 10 to 15 hours per week. Weeds and grass at Lake Bancroft are overtaking the flowers. Including landscaping work at Lake Bancroft will result in approximately \$25,000 in beautification costs by the year end. Mrs. Leaf is working on figures for 2013.

Mrs. Willey volunteered to meet with Mrs. Leaf to determine what work should be done at Lake Bancroft.

A motion was made by Mr. Aro and seconded by Mrs. Racine to approve payment of the invoice from Yvonne Leaf in the amount of \$9,579.13. Motion carried.

### Update on Bond Projects

Water and sewer extension bids were opened. Complicated easements are involved with the Wastewater Treatment Plant Authority, Water Authority, Roger Crimmins (CR Development), and Ishpeming Hills. Ishpeming Hills has already signed an easement. The WWTP should agree to an easement. The Water Authority and Mr. Crimmins have issues. The Water Authority purchased a well and main from the City, and the City is trying to recapture access to that main. The Water Authority wants a lease agreement in case they need the main back. Mr. Crimmins is requesting compensation for the easement and infrastructure improvements be extended onto his property. He is unwilling to sign the easement as it exists.

The bids came in high. Some projects could be in jeopardy if costs come over estimates. Canadian National requires five million dollars per occurrence and ten million dollars aggregate insurance, and City insurance will not give a contractor a rider for this provision, which could inflate the bid amount. Sewers have to be placed 15 to 17 feet deep along U. S. 41. MDOT is adamant that U. S. 41 be maintained. An addendum was sent out the day before the bids were due. The estimate was \$700,000, and the low bid was \$826,050.

It would be best to not award the bid until legal access is accomplished. The DDA would have to use the fund balance to complete all the planned projects. It was questioned if this could be rebid or another route used. The proposed route is the most cost effective location, and this will create a loop in the system.

There are a few issues with Malton Road. Rather than an easement, Al Pierce has proposed conveying property back and forth with Malton Industrial Services. Bids are due on Friday.

It is close to advertising for bids for signage. Paul Gravedoni does not want the City sign to be on his property any longer, and Don Schinella may allow the sign on his property.

Approval of the permit from Canadian National for cleaning the viaducts and hanging the signs is progressing. The Ski Hall of Fame has plans to erect something on their site.

#### Ishpeming Business Association Report

The Model A event was successful. The Model A cut-outs were put up on the flag poles. The Festival of Treasures plans are going well. There will be a circus with two shows, parade, community picnic, and fireworks on the Fourth of July.

#### Old Business

Mr. Aeh stated he has been talking with Mike Koski about his plans to expand his kitchen and if he still has an interest in the former J. C. Penney lot. It was noted there is a service agreement with UPEA to prepare a proposal for use of the lot.

A motion was made by Mr. Aeh and seconded by Mrs. Willey to declare the Model A cut-outs as surplus equipment and offer them for sale. Motion carried.

#### New Business

Mr. Aeh feels the City needs additional ads showing Ishpeming as a good place to live and have a business. He said Charter will do an ad for \$50.

A motion was made by Mrs. Willey and seconded by Mrs. Racine to contact Charter to get footage for additional commercials. Motion carried.

A façade grant application for \$21,031 was submitted by Dan Perkins for 200-204 East Division Street. Mr. Perkins explained the plans he has for the building, including an art studio, natural food store, and rental units. He stated if the façade grant was approved, he can finalize his loan from the bank tomorrow. Mr. Perkins plans to have the project completed by the end of September.

A motion was made by Mr. Aro and seconded by Mrs. Racine to approve the façade grant for Mr. Perkins in an amount not to exceed \$21,031. Motion carried.

#### Adjournment

A motion was made by Mr. Aeh and seconded by Mrs. Racine to adjourn the meeting at 6:17 p.m. Motion carried.

Carol Holmgren  
Recording Secretary