

**Ishpeming Downtown Development Authority
Regular Meeting Minutes
Monday, May 20, 2024**

The regular meeting of the Ishpeming Downtown Development Authority was held on Monday, May 20, 2024, in the Council Chambers at City Hall. The meeting was called to order by Chairman David Aeh at 4:03 p.m.

Present: David Aeh, David Aro, Renelle Halverson, Tracy Magnuson, Craig Cugini, and Brian Buchanan (6). Absent: Carrie Meyer, Sarah Trumbley, Antonio Adan, Brice Sturmer (4). One vacant seat (1). Also present was Linda Andriacchi for Beautification and Rachel Raak of the Lake Superior Community Partnership.

PUBLIC COMMENT

Linda Andriacchi, owner of property on Division Street, the Plant Connection, applied for the Match on Main was it was not approved. She expressed her disappointment with not receiving the grant funding.

Manager Cugini explained the Match on Main was very competitive and there were five applications received and reviewed by a committee. It had nothing to do with the time Mrs. Andriacchi puts into the community and the DDA was not the one that reviewed the applications. The City almost missed the grant opportunity because of the RRC Certification.

There was discussion pertaining to the LSCP services provided, announcing grant opportunities, and directing business to contact the Lake Superior Community Partnership with questions and grant funding and membership services.

APPROVAL OF MINUTES

A motion was made by Member Buchanan seconded by Member Magnuson and carried unanimously to approve the March 25, 2024 minutes as presented.

FINANCIAL REPORT

Finance Director Grant Getschow reviewed the monthly financial report for period ending April 30, 2024.

A motion was made by Member Magnuson, seconded by Member Halverson and carried unanimously to approve the financial report as presented.

BEAUTIFICATION COMMITTEE REPORT – Linda Andriacchi announced the baskets had arrived yesterday and she will be preparing the baskets. She was hoping to have an alternate person for watering flowers. Manager Cugini advised the water has been turned on at the roundabout. He did have a list from North Iron Church for the initial cleaning of the beds that he would be providing to her.

LAKE SUPERIOR COMMUNITY PARTNERSHIP REPORT – Rachel Raak, LSCP, provided an update on the work performed under the contract. Most of the hours for the DDA were in May and were dedicated to the Match on Main; Planning and Zoning; branding RFP; RRC essentials status; and working to have the first business workshop for the first quarter in June. She asked for any DDA input on.

Some suggestions were to continue working on marketing, providing help to the business that received façade grant funds or start up assistance grant funds; and point out the differences between the services that were offered by the GINCC and the services that will be provided by the LSCP.

INFORMATIONAL SESSION

a. Open Information Session – Chairperson Aeh opened the information session at 4:41 p.m.

b. Take Public Comment - Manager Cugini provided a highlight of some of the new programs being offered by the DDA and the new contract signed with the Lake Superior Community Partnership.

c. Close Informational Session – Chairperson Aeh closed the information session at 4:51 p.m.

START UP ASSISTANCE GRANT APPLICATION

a. Farmer’s and Artisan Market-Butler Theater

Manager Cugini advised the City has an issue with a blighted house that is owned by his same person. The owner has not been cooperative. There was discussion related to the application for the Butler Theater and if the intent was to hold a farmer’s market during the Music on Main nights. It was not felt this application was applicable to the Start-up assistance grant.

A motion was made by Member Aro, seconded by Member Buchanan and carried unanimously to deny the grant as presented.

QUOTE FROM PK CONTRACTING: PAVEMENT MARKING IN THE DOWNTOWN

Bill Anderson, DPW General Foreman, explained PK Contracting could mark the streets in the downtown or the DDA could pay for the repairs of the painting machine and then DPW could do the street marking.

There was discussion related to repairing the machine versus getting a quote from PK Contracting; the DDA budget; and the cost for labor to paint the marking on the street in the downtown.

A motion was made by Member Magnuson seconded by Member Buchanan to direct the Manager to check with the Finance Director and if the money is available the paint machine should be repaired at a cost of no more the \$7,000. This motion was rescinded.

DISCUSS UPGRADE OF ELECTRICAL SERVICES FOR THE SANTA SHACK AND SPECIAL EVENTS LOCATED AT OLD ISH PARK

General Foreman Anderson explained the need for the repairs to the service panel at this location. It was felt this was a hazard and there were many events in the downtown that utilized the electrical panel.

A motion was made by Member Magnuson seconded by Member Halverson and carried unanimously to approve the upgrade to the electrical service located at the Old Ish Park. City staff was directed to evaluate the costs and the availability of funds within the DDA budget and if funds exist staff will execute both projects: the repairs to the painting machine and the upgrade to the electrical panel. If only one project can be done the electrical panel upgrade would be priority; with a not-to-exceed amount of \$12,000 for both projects.

ISHPEMING COMMUNITY EVENTS

Member Magnuson provided an update on the Festival of Treasures, the Fourth of July, and Music in the Park.

OLD BUSINESS


There was discussion on the need for an ADA entrance to West End Bike on Main Street.

NEW BUSINESS

There was none.

ADJOURNMENT

At 5:25 p.m., a motion was made by Member Magnuson, seconded by Member Aro and carried unanimously to adjourn.


Cathy Smith
City Clerk/Assistant to the City Manager