

Ishpeming Downtown Development Authority
Minutes
Monday, January 25, 2016

The regular meeting of the Ishpeming Downtown Development Authority was held on Monday, January 25, 2016 in the Ray Leverton Room at the Carnegie Public Library. The meeting was called to order by David Aeh at 4:00 p.m.

Present: David Aeh, David Aro (arrived at 4:15 p.m.), Rosemarie Strom (arrived at 4:30 p.m.), Sandy Arsenault, Jay Clancey, Judy Hodges, Diane Gauthier, Anne Giroux, Carrie Meyer, Claudia Demarest and Mark Slown (11). Also present was Jim Lampman.

ELECTION OF OFFICERS

Mrs. Giroux nominated David Aeh for Chair. There being no further nominations, a motion was made by Mrs. Giroux, supported by Mrs. Demarest and carried unanimously to elect David Aeh as Chairman.

Mr. Aeh nominated David Aro as Vice Chairman. There being no further nominations, a motion was made by Mr. Aeh, supported by Mrs. Demarest and carried unanimously to elect David Aro as Vice-Chairman.

PUBLIC COMMENT – There was none.

APPROVAL OF MINUTES

A motion was made by Mrs. Gauthier, supported by Mrs. Demarest and carried unanimously to approve the November 23, 2015 minutes as presented.

FINANCIAL REPORT

Mr. Lampman reviewed and summarized the financial report for the period ending December 31, 2015. A motion was made by Mr. Slown, supported by Mr. Aeh and carried unanimously to receive and file the financial report as presented.

BEAUTIFICATION COMMITTEE

Linda Andriacchi reported she looked forward to the upcoming season and updated the DDA on the progress of the new hanging planters; thanked the DPW for all their work with the Christmas lights and Christmas tree; and announced she had been asked to apply for a vacancy on the Board of Directors for the State of Michigan Master Gardener Association. She also proposed holding the first meeting of the Beautification Committee in March.

CHAMBER OF COMMERCE REPORT

Kori Tossava briefly reviewed her report which included a summary of the year 2015, marketing and community relations, upcoming Chamber events, and their plan for 2016.

BLIGHT ELIMINATION GRANT

(a) 116 Canda Street – Statement of Qualifications

Mr. Slown advised four Statements of Qualifications were received: Lisa Wrate, UP Engineers and Architects, Coleman Engineering, and OHM Advisors.

Matt Treado, from UP Engineers and Architects; Tracie Williams from OHM Advisors; and Brett Schwenke from Coleman Engineering were present and briefly reviewed their proposals and commented on their firms qualifications. Lisa Wrate was not able to attend.

Discussion followed regarding each firm. Concern was expressed over Lisa Wrate's firm not having a structural engineer on staff. There was also apprehension regarding the large amount of turnover that had occurred with UP Engineers and Architects. Matt Treado explained there had been turnover; however, the new staff was very talented and fully committed to work with the community. It was expressed by many members the importance of having a structural engineer on site, especially with the concern of the shared wall.

A motion was made by Mrs. Gauthier and supported by Mr. Aeh to award the Statement of Qualifications proposal to UP Engineers and Architects. Ayes: Members Aeh, Gauthier, Strom, Arsenault, Clancey, Hodges, Meyers, and Slown. Nays: Members Aro, Giroux, and Demarest. Motion passed 8-3.

A committee comprised of Members Jay Clancey, Anne Giroux, and Mark Slown would meet with Matt Treado the Project Manager for UP Engineers and Architects, to discuss project requirements.

(b) 2016 Michigan Blight Elimination Grant

Mrs. Giroux explained this grant required projects/properties to be ready to go; and, although there were many properties in Ishpeming that this funding could be used on, the properties were not ready to go. It was the consensus to forego submitting an application for this grant and wait until another grant opportunity was available.

ROUNDAABOUT UPDATE: OHM ADVISORS

Tracie Williams, from OHM Advisors, reported the roundabout project was on a rapid pace. The bid was likely to be awarded to Lindberg and Sons. Members were pleased that a local firm received the bid.

There was discussion related to installation of an irrigation system in the roundabout, which would be an additional cost as it was not included in the project. It was felt this was very important for safety in maintaining the beautification of both roundabouts. Beautification of the viaducts was also deliberated.

PROPOSED FAÇADE GRANT BOUNDARY CHANGE AND APPLICATION LANGUAGE CHANGE

Mrs. Arsenault reported the Façade Boundary Committee met and it was their suggestion to increase the façade boundary to include the TIF district south of US 41 and along Lakeshore Drive.

A motion was made by Mrs. Giroux, supported by Mr. Clancey and carried unanimously to expand the façade boundary district, per the Committee's recommendation, to include the TIF district south of US 41 and along Lakeshore Drive.

Notices regarding this change should be posted. The Committee also suggested language in the application be revised to include color scheme requirements. Members would submit suggested language changes to Cathy Smith to collate.

FAÇADE IMPROVEMENT GRANT APPLICATION – WILD WEST STORAGE, LLC

Robert Tasson, owner of Stampede Feed, submitted a Façade Grant application for his proposed new business Wild West Storage, LLC. Members felt the application was very well prepared and the design of the façade for the new business looked great, however they had some questions on the cost estimates for the work. The DDA requested Mr. Tasson submit a side by side comparison of both estimates, including the work to be completed, and bring back to another meeting.

EVENT GRANT APPLICATIONS

(a) Rock and Mineral Club

(b) Chamber of Commerce – Vegas comes to Ishpeming

(c) Chamber of Commerce – Annual Dinner

A motion was made by Mrs. Demarest, supported by Mr. Aro and carried unanimously to approve the request from the Rock and Mineral Club in the amount of \$500; and the two requests from the Chamber of Commerce for Vegas comes to Ishpeming in the amount of \$300 and for their Annual Dinner in the amount of \$500.

DDA BOUNDARY QUESTIONS

Mr. Slown explained there was a discrepancy between the legal description and the map for the TIF district boundary. The legal description included areas that were not included in the map. The areas that were included in the legal description, should not have been included, as it was not the intent of the DDA to expand the district only to remove Hematite Heights and Ishpeming Hills. Mr. Slown asked the State Treasury Department if an administrative correction could be made to correct the legal and he was waiting for a response.

A motion was made by Mr. Aeh, supported by Mrs. Giroux and carried unanimously to confirm the new TIF district boundary was the boundary shown on the map and to make the necessary corrections to the legal description.

APPOINTMENT TO LAKE BANCROFT AREA DEVELOPMENT COMMITTEE

Mr. Slown advised the City Council established a committee for the Lake Bancroft Area Development and a representative from the DDA was needed on the Committee. David Aeh and Anne Giroux would be on the Lake Bancroft Area Development Committee.

ISHPEMING BUSINESS ASSOCIATION REPORT

Mr. Aeh reported all Christmas events went great and were well attended. He thanked Diane Gauthier, Gauthier Insurance, for their tremendous support of this event. He advised the IBA was trying to become a 501(c)(3) organization which would allow them to attempt to receive grant funding.

OLD BUSINESS

Mrs. Demarest pointed out many of the Christmas decorations were in poor condition and difficult to repair. Mr. Clancey would look at the decoration and evaluate their condition. Information would be brought back to the DDA.

Mrs. Demarest questioned utilizing Nagelkirk's for the City of Ishpeming Beautification program when they were not a member of the Chamber of Commerce. It was suggested that Kori Tossava check with Nagelkirk's on becoming a member.

Mrs. Gauthier suggested a written report from the Beautification Committee and the Chamber of Commerce be given monthly, and a verbal report be presented quarterly.

A motion was made by Mr. Slown, supported by Mr. Aro and carried unanimously to request verbal reports from the Chamber of Commerce and Beautification Committee on a quarterly basis.


NEW BUSINESS

Mr. Aeh congratulated Carrie Meyer on her appointment to the DDA.

ADJOURNMENT

At 6:35 p.m., a motion was made by Mrs. Demarest, supported by Mr. Slown and carried unanimously to adjourn.

Respectfully Submitted,



Cathy Smith

Recording Secretary