

Ishpeming Downtown Development Authority

Minutes

Monday, February 22, 2016

The regular meeting of the Ishpeming Downtown Development Authority was held on Monday, February 22, 2016 in the Conference Room at City Hall. The meeting was called to order by David Aeh at 4:00 p.m.

Present: David Aeh, David Aro, Sandy Arsenault, Jay Clancey, Judy Hodges, Carrie Meyer, Anne Giroux, and Mark Slown (8). Absent: Diane Gauthier, Rosemarie Strom, and Claudia Demarest (3). Also present was Jim Lampman, Mayor Mike Tonkin, Carr Baldwin from UPEA, Brian and Darlene Watts, Scott Patrick, Brett Antilla, and Rob Tasson.

ELECTION OF OFFICERS

Mrs. Giroux nominated Diane Gauthier as Secretary. There being no further nominations, a motion was made by Mrs. Giroux supported by Mr. Aro and carried unanimously to elect Diane Gauthier as Secretary.

Mr. Slown nominated Jim Lampman as Treasurer. There being no further nominations, a motion was made by Mr. Slown, supported by Mr. Aeh and carried unanimously to elect Jim Lampman as Treasurer.

PUBLIC COMMENT – There was none.

APPROVAL OF MINUTES

A motion was made by Mr. Slown, supported by Mr. Aeh and carried unanimously to approve the January 25th and February 17th, 2016 minutes as presented.

FINANCIAL REPORT

Mr. Lampman reviewed and summarized the financial report for the period ending January 31, 2016. A motion was made by Mr. Slown, supported by Mr. Clancey and carried unanimously to receive and file the financial report as presented.

BEAUTIFICATION COMMITTEE

Mr. Slown reported Linda Andriacchi had been appointed to the State of Michigan Board of Master Gardeners.

CHAMBER OF COMMERCE REPORT

It was the consensus to file the report received from the Chamber of Commerce.

PRESENTATION BY WELLS FARGO

Patricia Russell from Wells Fargo highlighted the various small business programs that were available through Wells Fargo to assist anyone interested in starting up a new business. The programs help to develop a business plan and provide information and assistance on how to grow a business and make it successful. The programs were very informative and she encouraged anyone interested to contact Wells Fargo.

Wesley Stipling from Wells Fargo reviewed Practice Financing which focused on doctors, dentists, and vets and some of the uses for the loans would include debt refinancing, equipment purchases, start up, and acquisition. He also summarized the Business Real Estate Financing which included the commercial equity line of credit.

EVENTS GRANT APPLICATIONS

Mr. Aeh would abstain from the IBA Event Grant requests.

A motion was made by Mr. Slown, supported by Mr. Aeh and carried unanimously to approve the Fourth of July Committee's request for the Ishpeming Fourth of July Event in the amount of \$500.

Rich Devlin from the Ishpeming Business Association briefly summarized the five IBA events.

A motion was made by Mr. Slown, supported by Mrs. Arsenault and carried unanimously to approve the Thursday Concert Series, Ishpeming Arts and Crafts Fair, Christmas Parade and sleigh rides, Festival of Treasures, and Ladies Night Out in the amount of \$500 each.

FAÇADE IMPROVEMENT GRANT APPLICATIONS

(a) Wild West Storage, LLC; (b) Carpet Specialists; (c) Hometown Service

Discussion ensued regarding the three façade grant requests related to the age and location of each structure and what was included in each request such as façade enhancements versus maintenance and routine repairs. Mr. Patrick, Mr. Tasson, and Mr. Antilla summarized what their plans included for façade enhancements and they all stated whether the façade grant was approved or not, work would be done on the structures.

After additional discussions regarding the age of the structures, Mr. Patrick rescinded his application for Carpet Specialists noting he would like to see the dollars available split between the other two applicants and he would like the grant application language to be more specific in terms of what could or could not be included in the application.

A motion was made by Mrs. Giroux, supported by Mrs. Arsenault and carried unanimously to approve the façade grant application for Hometown Service in the amount of \$6,000 and for Wild West Storage in the amount of \$14,000.

Mr. Patrick thanked the DDA for all their continued efforts in the City.

ROUNABOUT IRRIGATION

Mr. Slown advised an estimated cost for irrigation in both roundabouts was received from OHM. A plan for irrigation was needed and discussion on the cost split for the project would continue to be looked into and discussed at future meetings.

FAÇADE IMPROVEMENT GRANT APPLICATION LANGUAGE REVISIONS

Mr. Aeh sent the Façade Grant Guidelines development by the Federal government for the Keweenaw National Historic District in Calumet. He felt this document could be used as a base for the grant guidelines for the City. A committee comprised of Mark Slown, Rich Devlin, Sandy Arsenault, and David Aeh would review the façade guidelines and bring a recommendation back at a future meeting.

BLIGHT ELIMINATION GRANT

(a) 116 Canda Street Update

Mr. Baldwin briefly reviewed the structural assessment provided by UPEA structural engineer, George Kiiskila. The building being demolished was built after the two adjoining buildings; and, when the structure was demolished, it would reduce the load on the adjoining buildings.

There was discussion related to what the restoration costs would be to the adjoining buildings and to what extent the DDA would be legally responsible to restore for the adjacent property owners. Mr. Aeh agreed but also felt morally the adjacent property should be taken care of and the owners should not be left with blight to deal with. There was discussion related to the shared wall and Mr. and Mrs. Watts expressed concern over what the condition of the outside wall would be after demolition. It was felt there would need to be a plan in place for the restoration of the adjoining buildings before proceeding with the demo and a determination from the DDA attorney on the legal responsibilities for the exposed walls after demolition. Mrs. Giroux reminded everyone the demo would have to be completed by June 1st for the Blight Elimination Grant.

A motion was made by Mr. Slown, supported by Mrs. Giroux and carried unanimously to authorize UP Engineers and Architects to prepare the draft specifications for the demolition; and, for the wall reconstruction for the adjoining property to be determined in conjunction with the neighboring property owners.

A motion was made by Mr. Slown, supported by Mr. Aro and carried unanimously to ask the DDA attorney to provide an opinion on the responsibilities of the DDA to the adjoining property owners for the exposed wall after the demolition.

ISHPEMING BUSINESS ASSOCIATION REPORT

Rich Devlin provided an update on the upcoming 2016 events hosted by the IBA.

OLD BUSINESS

(a) Update on Christmas Decoration

Mr. Clancey provided a report on his determination of the quality of the Christmas decorations. There was discussion pertaining to repairing the decorations versus purchasing new; and, if new decorations were purchased to go with several different designs of LED snowflakes.

Mr. Aeh recommended the City apply for a CUPPAD grant in the amount of \$5,000 to use towards the purchase of the new decorations.

A motion was made by Mr. Aeh, supported by Mrs. Arsenault and carried unanimously to authorize the City Manager to apply for a CUPPAD grant in the amount of \$5,000 for the purchase of new Christmas decorations.

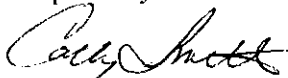
NEW BUSINESS

Mrs. Arsenault announced two new businesses would be opening retail outlets in the Gossard. She also suggested the City offer some sort of incentive to new businesses to use existing buildings in the City versus constructing a new building.

ADJOURNMENT

At 6:10 p.m., a motion was made by Mr. Clancey, supported by Mrs. Arsenault and carried unanimously to adjourn.

Respectfully Submitted,



Cathy Smith

Recording Secretary