

City of Iron Mountain

**Downtown Development Authority**

Monday, March 14, 2022

Regular Meeting Minutes

12:00pm

- I. Meeting called to order 12:03 pm by Stanchina second by Matzke  
Pontbriand, Matzke, DeGroot, Webber, Wittock, Mishra, Villringer, Clawson**
- II. Approval of Agenda: Stanchina, second by DeGroot**
- III. Consent Agenda Items**
  - a. Regular Meeting Minutes
    - i. 2-14-22
  - b. Committee Reports
    - i. Events Committee: 2-9-22
    - ii. Business Development Committee: 2-24-22
    - iii. Beautification Committee: 2-1-22
- IV. New Business**
  - a. Treasurer's Report: **no report, will have one next month**
  - b. Event Coordinator 6th month wage review: **Positive comments on review, wage increase by \$1.50, retroactive to Jan 17th. Approved by Stanchina, second by Matzke**
  - c. Event Coordinator job opening: **Mindy to check bylaws, No applications so far, Mindy to post on LinkedIn, Facebook, check into Indeed.**
  - d. Ryan Gordon Stephens Realty DAP Grant: **move to pay Ryan Gordon/ Stephen's Realty \$4000 for DAP grant. Moved by DeGroot, Second by Pontbriand.**
- V. Old Business**

a. Pedestrian Alleyway/Umbrella Project: **Megan is looking at Coleman drawings, Mindy is working with Melissa Wentarmini to install project by Mellon Clinic.**

#### **VI. Program Director Report**

a. Photos by Ciera: **added line in contract to allow DDA to cancel contract with 30 days notice**

b. Beautification Sponsorships underway: **Pamphlets and emails sent out**

c. CSG 5S for DDA Events: **5s program met us last week to reorganize basement of city all with all event supplies.**

#### **VII. Event Coordinator Update**

a. Sponsorship Updates: **FNB for several events, Grede, Erickson's. OTL performers secured and 9 sponsors with one pending. Briefest struggling for sponsors and working on recruiting.**

b. Liquor License Update: **Submitted**

**VIII. Public Comment: Ken Clawson wife Cathy owns 906 Quilting recently certified in certain type of quilting, Mindy to attend ribbon cutting**

**IX. Member Privilege: Bob Werner to hold Tour de Dickinson same day as Italian Fest. Will get an incentive to encourage IF attendance.**

**X. Adjournment - Next meeting: Monday, April 11th, 2022 @ 12:00 PM Stanchina at 12:42 second by DeGroot.**