

City of Iron Mountain
Downtown Development Authority
Monday, August 12, 2024
Regular Meeting
12:00pm

I. Meeting called to order at 12:02 pm - Joe Linn, Megan Blomquist, Kenzie Williamsen, David Hendrickson, Sonja Matzke, Kim Webb, Lucas Davidson, and Tim McCauley present

II. Approval of Agenda - 4 items were added to the agenda that was distributed prior to the meeting: 1) Event Coordinator candidate review and next steps under New Business; 2) Italian Fest under Event Coordinator; 3) Out to Lunch under Event Coordinator; and 4) Girls Night Out under Event Coordinator. The agenda as amended was approved on a motion by Hendrickson/Matzke.

III. Consent Agenda Items - The Consent Agenda items were approved on a motion by Davidson/Linn

A. Regular Meeting Minutes

I. 07/08/2024

B. Special Meeting Minutes

I. 07/30/2024

C. Committee Reports

I. Events Committee: 07/30/2024

II. Business Development Committee: 07/25/2024

III. Beautification Committee: 07/02/2024

IV. New Business

A. Treasurer Report June 2024 - Tim confirmed that the \$600 expenditure in June for the Farmers & Artisans Market (FAM) was for the FAM marketing manager for all social media and radio work, and that this amount would be repeated four more times for a total expenditure of \$3,000 for the FAM season in accordance with the DDA budget.

B. Event Coordinator candidate review and next steps - There was a consensus to interview four candidates on the following Monday, August 19, 2024. The Board will convene at 12:00 noon and conduct 15-minute interviews at 12:15, 12:30, 12:45, and 1:00pm. Tim will notify and schedule candidates, and Board members will email Sonja Matzke interview questions.

V. Old Business - There was no old business to discuss.

VI. Event Coordinator

A. Italian Fest - \$23,000 to \$25,000 in net proceeds are likely. Attendance was very good despite cool, cloudy weather. Getting better entertainment with higher budget than previous years helped attendance and enjoyment. There were 14 free admissions for veterans - one at

the gate and 13 picked up at the VA Medical Center. Also, high school volunteers came all day and assisted with cleanup - so they were very dedicated and hardworking.

B. Out to Lunch - Greg Hunt will not be returning to manage the sound next year for OTL, but Mike Carr will return to be the MC. Greg Hunt offered to help FDDA obtain new sound equipment if needed. There was a discussion about the matter of sound equipment. Several Board members asked what needed to be replaced and why. Kim Webb and Tim McCauley agreed to look at the current sound equipment, assess needs, and do so in collaboration with whomever may be involved with managing OTL sound in 2025.

C. Girls Night Out - Lume will sponsor the after party music, and CJO & Trev (same band as GNO 2023) are contracted to perform at the after party venue Oddfellows. This is the same after party arrangement as last year, which was very well-attended and successful. Tim will ask Oddfellows owner Jesse and also the band if they would be willing to stay until 9:30, with restaurant close at 10:00 to accommodate what is likely to be a later crowd, based on last year's experience.

VII. Program Coordinator

A. Grant proposal for Downtown Stage shade structure submitted on July 31

(MSHDA MI Neighborhoods Program) - Tim noted that a \$70,000 grant proposal was submitted to MSHDA. Several site photos were left out due to the clunky MSHDA online application interface, but these can be requested if we advance in the process.

B. Grant proposal for Beautification / Tree Replacement submitted on July 31

(Toro Greenspace Enhancement Grant Program) - The grant proposal was submitted for total of \$55,000. The maximum grant amount and time for review of applications was not specified in the grant announcement. Tim received notification a few hours after the meeting that the Friends of the Iron Mountain DDA had been awarded \$20,000.

C. Project ideas for downtown / TIF plans - At the last Board meeting in July, it was agreed that Tim would collect project ideas from Board members. There has been little progress so far, so Tim will create a shared Google document and provide what has been combined so far. In that document or in an email to members, Tim will also provide some suggestions to stimulate thought and discussion of TIF project ideas.

D. Social District update - Tim noted that 6 of 8 establishments located within the social district had applied to the Michigan Liquor Control Commission (MLCC) for Social District Permits. These could potentially be approved through MLCC by September 1. In the meantime, the Iron Mountain DPW is in the process of obtaining 18-20 signs which they will install around the perimeter of the social district. Tim worked with the City Manager on the design, based on discussions at previous Board meetings, and the final sign design was shown to everyone at the meeting.

E. Mural Restoration update - Tim noted that Mia Tavonatti had not yet confirmed the mid-August project dates. However, she confirmed the project needs, including scaffolding, tent, and water, and suggested we contact another local artist Tim is aware of to lend a hand. There was a brief discussion around scaffolding and where to obtain it, including Midwest Rentals, Gundlach Champion, and MBM in Kingsford. Tim will be in contact with Mia, Ray King at The Daily News, and local artist Mathew Dault.

F. Building grant fund balance - Tim noted that he compiled amounts budgeted, awarded, and not awarded since 2017 for Facade Grants and Downtown Assistance Program Grants. He will work with the City Manager to scrutinize the information, ensure its accuracy, and finalize before bringing it before the Board again. Preliminary findings suggest that “not awarded” but budgeted grant funds may comprise a significant portion of the DDA’s current overall fund balance.

F. Redevelopment Ready Communities (RRC) Certification Progress - Tim noted that no progress had been made in the past month on this topic due to preparing two grant proposals. However, a July meeting with Pablo Majano with MEDC from Lansing helped to clarify steps the City needs to take to move ahead in the process, especially Downtown/TIF and public participation plans. Tim will work with the City Manager and the City Clerk/Treasurer to set goals and complete tasks toward RRC Certification.

VIII. Public Comment - There was not public comment.

IX. Member Privilege - Joe Linn informed the group about an event sponsored in part by the Zonta Club of Iron Mountain - Kingsford taking place on October 9 at Bay College. The purpose of the event is to raise awareness regarding missing and murdered indigenous women and girls. He provided a flyer in PDF format which Tim agreed to email to Board members with the meeting minutes.

X. Adjournment - On a motion by Davidson/Hendrickson, the meeting was adjourned at 1:08 pm. Special meeting (closed to the public) is Monday, August 19, 2024 to conduct interviews for the Event Coordinator position. Next regular meeting is Monday, September 9, 2024.