

City of Iron Mountain  
Downtown Development Authority  
Monday, April 14, 2025  
Regular Meeting  
12:00pm

**I. Meeting called to order:** at 12:04pm - Kim Webb, Lucas Davidson, Jordan Stanchina, Sonja Matzke, Megan Blomquist, Katherine Mentel, and Tim McCauley present.

**II. Approval of Agenda:** The agenda was approved on a motion by Davidson, seconded by Stanchina, and carried unanimously.

**III. Consent Agenda Items:** The consent agenda items were approved on a motion by Matzke, seconded by Davidson, and carried unanimously

A. Regular Meeting Minutes

I. 3/10/2025

B. Committee Reports

I. Events Committee: 3/25/2025 *Discussion around Brew Fest drink vendors, food truck, non-alcoholic beverages, and activities, and discussion about Small Business Week sponsor, bingo activity, wrap it up with social district promotion.*

II. Business Development Committee: 3/25/25 email status report and followup. *This was done in lieu of a meeting (during spring break week) to speed up work progress and better inform everyone regarding progress. Please read for important info regarding downtown/TIF plan. Also - please look at [downtownironmountain.com/downtown-tif-plan](https://downtownironmountain.com/downtown-tif-plan) for public information, and copy of letter to 205 downtown addresses regarding development area citizens council.*

III. Beautification Committee: 3/04/2025 *Discussion of hanging art and mural maintenance, fence repair, Chapin Pit garden cleanup, possible pollinator garden in the parking lot north of Champion building.*

**IV. New Business**

**A. Treasurer Report February 2025** - the February 2025 Treasurer Report was approved on a motion by Stanchina, seconded by Davidson, and carried unanimously

**V. Old Business**

A. Discussion of Fiscal Year 2025 DDA Budget (July 1, 2025 to June 31, 2026). *This will likely take a full meeting to complete. City Council will need DDA Budget as soon as possible, as they will conclude their budget process in late April.*

There was a brief discussion around the profitability of Brew Fest and Oktoberfest, which seems rather low considering the resources, staff time, and risk that each event entails. It was agreed that the staff would compile a detailed financial and feedback summary shortly after each event, to facilitate strategic planning for major events in 2026 and beyond, to be on a Board meeting agenda for November and December of 2025. The current budget under consideration would assume continuation of those events as in years past.

There was some discussion around enhancing attendance at Brew Fest and Oktoberfest. In terms of future events, there were several suggestions such as a winter event and a Christian music themed event. There was also a suggestion for more substantial prizes for the contests at Oktoberfest to encourage more people to participate.

There was a more lengthy discussion around a higher proportion of DDA discretionary funds being used for capital spending on downtown improvements. Around \$10,000 to \$15,000 has been allocated to the building improvement program in the previous several budgets, and spending/interest in that grant program has been nowhere near budgeted levels. If building owners are not taking advantage of the program for exterior improvements, then the DDA should put the funds to use on downtown improvements that will have an impact. It was agreed that approximately 20 new trash receptacles, depending on costs, should be acquired for the area of downtown along A Street and Iron Mountain Street, where festivals and the Farmers & Artisans Market happen. In addition, this would be a benefit to the social district. With that in mind, \$25,000 was allocated in the proposed budget to streetscape improvements. McCauley and Stanchina will map locations of trash receptacles, locate some suitable styles at a reasonable cost, and report the information back to the Board.

Stanchina showed the group photos of planters he observed while on a recent vacation which could possibly work in downtown Iron Mountain. Photos are attached to these minutes.

After some more discussion, the DDA staff was directed to devise a method for tracking unexpended funds in the budget from one fiscal year to the next. Ideally, this will include running or cumulative totals of unexpended funds in various categories, and include both deficits and surpluses.

The proposed fiscal year 2025-2026 budget (July 1, 2025 to June 31, 2026) was approved on a motion by Matzke, seconded by Stanchina, and carried unanimously. NOTE: subsequent to the April 14 meeting, minor adjustments were made to the approved budget to incorporate updated property tax revenue and interest earnings, and the streetscape improvements item was adjusted downward to \$22,500 to bring the FY 25-26 profit/loss to a positive number.

- B. Board member applications for two expiring terms (Miller on April 4, Davidson on April 25). *Davidson and Miller have agreed in writing to another 4-year term. Also, Tim spoke with Brandy Wentz (a downtown resident) on April 3 about serving on the Board and/or the development area citizens council (DACC), and she applied.*

There was a brief discussion around possibly growing the DDA Board by one member in order to accommodate a new member who is a resident of the DDA district. This would require an amendment to the bylaws. It was decided to take up that issue at a subsequent Board meeting. On a motion by Stanchina, seconded by Matzke, and carried unanimously, the DDA Board and the City Manager recommended to the City Council re-appointment of Davidson and Miller to 4-year terms on the DDA Board of Directors.

**VI. Public Comment:** There was no public comment

**VII. Member Privilege** - *If time is available, a discussion of tent costs for 2025.*

**VIII. Adjournment** - at 1:10 pm on a motion by Stanchina, seconded by Davidson, and carried unanimously. Next regular meeting: Monday, May 12, 2025.

