City of Iron Mountain
Downtown Development Authority
Monday, September 14, 2026
Regular Meeting Minutes
12:00pm

I. Meeting called to order - The meeting was called to order at 12:00pm. Joe Linn, Anthony Miller, Megan Blomquist, Lucas Davidson, Jordan Stanchina, Sonja Matzke, Tim McCauley, and Katherine DeMars present.

II. Approval of Agenda - *The agenda was approved on a motion by Blomquist, seconded by Linn, and carried unanimously***.**

III. Public Comment - There was no public comment at the beginning of the meeting.

IV. Consent Agenda Items - *The consent agenda items were approved on a motion by Miller, seconded by Linn, and carried unanimously***.**

A. Regular Meeting Minutes

I. 08/10/2026

B. Beautification Committee Meeting Minutes

I. 08/04/2026

C. Events Committee Meeting Minutes

I. 08/29/2026

V. New Business

A. Treasurer Report for July 2026 - *The Treasurer Report was approved on a motion by Blomquist, seconded by Davidson, and carried unanimously***.**

VI. Old Business

VII. Staff Updates/Reports/Ideas

A. **WiFi - for FAM and festivals** - McCauley noted that the staff had examined various options for festival space wifi to facilitate credit card transactions, including hotspots from AT&T and Verizon. It was concluded that installing an outdoor wifi extender, using existing City Hall wifi, would be the most cost-effective option, with the device costing between $150 and $200. McCauley added that it was easy to install/configure, and could be used at the upcoming Oktoberfest. He added that the device would be used only for festivals, and possible for Farmers & Artisans Market (FAM) on Saturday mornings. This, combined with the fact the device uses its own SSID and password, should make the option very secure.

B. **2025-2026 FY end summary of June 2026 Treasurer Report** - McCauley distributed a one-page brief summary of the fiscal year end Treasurer Report for the period ending June 31, 2026. That summary showed actual versus budgeted amounts for various items in the DDA budget, including festivals and events, staff and admin, flowers, tax revenue, and more. A brief discussion concluded that financial performance for festivals was best evaluated on a calendar year basis rather than fiscal year, and that the anticipated revenues specifically to support flowers had been tracking about $4k to $6k

under budget for several years, Also, overall financial performance for FY 2025-2026 was actually better than expected. One outcome of the discussion was that the staff and Board should conduct a campaign to solicit donations for the flowers in January/February rather than doing so in May/June/July.

Also, DeMars noted that her experience with obtaining grants and sources of funding other than local sponsors was that many of them involved application windows during the last 4 months of the year rather than January-April. Matzke noted that most businesses implementing a calendar year budget will usually plan for and estimate their upcoming year's expenses during that same period. Given the foregoing, DeMars indicated that the DDA staff would work on obtaining sponsorships and grants in October/November rather than January/February as they had done in the past.

C. Italian Fest update - final financial summary - DeMars noted that the financial results (net proceeds) for Italian Fest were very similar to 2023 and 2024. Sponsor revenues were down for 2026, facilities expenses were up for 2026, but attendance and cost-cutting in other areas made up for those shortfalls. Therefore, the 2026 results were very positive.

D. Changes to pop and ice at festivals - DeMars and McCauley noted that pop and water sales with the past two festivals were at a break even point in terms of net proceeds, and therefore not worth the time and effort that goes into setting up to sell it. She also noted that the festivals now only use 10-15 bags of ice, so there is no need to pay City Sales hundreds of Dollars for an ice machine and 50-bag minimum. After a brief discussion on the matter, it was decided the DDA should take a different approach and let all of the food vendors sell pop and water instead. The DDA should also acquire the small qualities of ice needed at a nearby local store as needed and store in the beer trailer.

E. Downtown Plan Committee update - McCauley noted that he recently reached out via email to about 15 people who had expressed interest over the past year about serving on the Downtown/TIF Plan Advisory Committee. That included several DDA District residents, two DDA Board members, several business owners, and others involved in community development in the area. He added that contact with County officials (Brian Bousley) was also initiated, the response was generally very positive in terms of confirmations, and that a committee will likely be formed by early October.

VIII. Public Comment - There was no public comment at the end of discussion.

IX. Member Privilege - DeMars and McCauley noted that they had engaged in conversations over the past year with different people suggesting that Pumpkin Walk participants should not include businesses or organizations that sell products intended to persons 18 and over. Since Pumpkin Walk is essentially a children's event, the DDA staff should probably make it known that participation is limited to businesses and organizations not selling items such as liquor, tobacco products, cannabis, or others not legal for minors to buy or possess. There was a consensus that the staff should indeed take that approach.

X. Adjournment - *The meeting was adjourned at 12:45pm on a motion by Blomquist, seconded by Davidson, and carried unanimously.* Next regular DDA Board meeting: Monday, October 12, 2026 at 12 noon.