Ishpeming Downtown Development Authority
Regular Meeting
and Joint Planning Commission Meeting
Minutes
Monday, September 28, 2026

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1. CALL TO ORDER

The regular meeting of the Ishpeming Downtown Development Authority was held on Monday, September 28, 2026 in the Council Chambers at City Hall. The meeting was called to order by Chairman David Aro, DDA Chair at 4:02 p.m.

2. ROLL CALL

Present: David Aro, Antonio Adan, Brett Argall, Tia Alquaree, Krystan Beaumont, Tamara Doney, Bailey Knight, Lisa Petersen, and Kelly Milano (9). Absent: Brice Sturmer and Randy Scholz (2). Also, present was DDA Liaison Diana Sundberg and Linda Andriacchi, Beautification.

3. PUBLIC COMMENT – there was none

4. APPROVAL OF AGENDA

A motion was made by Member Argall, seconded by Member Petersen, and carried unanimously to approve the September 28, 2026 agenda as presented.

5. APPROVAL OF MINUTES

A motion was made by Member Petersen, seconded by Member Beaumont, and carried unanimously to approve the August 24, 2026 meeting minutes as presented.

6. WELCOME AND INTRODUCTION OF NEW BOARD MEMBERS:

a. Tia Alquaree

Members introduced themselves and welcomed Member Alquaree.

7. MONTHLY REPORTS

a. Financial Report

The Financial Report was tabled due to Finance Director/Deputy City Manager, Grey Getschow not present.

b. Beautification Report

Linda Andriacchi provided an update that highlighted an evergreen provider was found, plants are still in good shape and still looking for volunteers to assist with the beds.

c. DDA Liaison Report

DDA Liaison, Diana Sundberg reviewed the Liaison Report as presented in the packet.

d. Ishpeming Community Events

Member Beaumont provided updates which included the Farmer's Market ending; a closing ceremony occurred which included the passing of the torch. Upcoming events include organizing the Trunk or Treat event and working with businesses to sign up for Ladies Night Out.

8. JOINT MEETING WITH THE PLANNING COMMISSION

The joint meeting with the Planning Commission began at 4:15 p.m. Stefani Vargas, Planning Commission Vice Chair, called the meeting to order.

Planning Commission Members Present: Brooke Routhier, Jennifer Morrow, Stefani Vargas, Todd Prillwitz, and Jason Chapman (5). Member Absent: Mike Elliott, Dax Richer, and Cory Richards (3). Vacant: one seat (1). Also, present was Andrew Duerfeldt, Planning and Zoning Administrator.

a. Current Plans and Projects
Planning Commission (PC) Vice Chair Vargas reviewed the set of 15 goals and priorities which is the master plan listing that is used to develop goals and provide an overall direction of the Planning Commission. Highway signage is an item that both the DDA and Planning Commission are working on currently.

b. Strategic Plan Update: Carlisle Wortman
Mark Miller, Community Planning with Carlise Wortman, presented the Strategic Plan for the DDA. Mark provided an overview of the items that have been worked on so far, some of which include public engagement, mapping services, receiving input from DDA members and City staff, researching economic development partners and resources, and partnerships have been initiated. Provided an overview of what is being worked on currently such as demographic collection, research of grants and tax credits, retreat coordination with strategic plan development, and need to schedule a DDA strategy development session.

9. NEW BUSINESS
a. Evergreen Purchase for Beautification
The evergreen prices and availability as presented in the packet were discussed.

A motion was made by Member Beaumont, seconded by Member Alquaree, and carried unanimously to approve the purchase of holiday greenery to not exceed $2,000.

b. Board Retreat
Mark Miller provided a summary/overview of the Board Retreat. DDA Member Sundberg asked all members to provide their availability.

A motion was made by Member Adan, seconded by Member Argall, and carried unanimously to approve the Board Retreat and to have the Retreat occur by February 2027 and the cost does not exceed $2,010.

c. Start-Up Assistance Grant: JP Rental Properties
Jacob Patterson, owner of JP Rental Properties LLC, provided an overview of the application and business plan.

A motion was made by Member Doney, seconded by Petersen and carried unanimously to approve the Start-Up Assistance Grant Application for JP Rental Properties in the amount of $5,000.

d. Façade Grant Application: 209/211 South Main St.
Derek Parker, Parker and Sons Properties LLC, provided an overview of the proposal and application.

A motion was made by Member Milano, seconded by Member Adan, and carried unanimously to approve the Façade Grant Application for 209/211 South Main Street in the amount of $20,000.

e. Start-Up Assistance Grant: Snow Day Fibers
Kimmie Conrad, owner of Snow Day Fibers, was present to review the Start-Up Assistance Grant Application. Snow Day Fibers is located at 200 E. Division Street and shares space with three different businesses. Opened last year in November.

A motion was made by Member Argall, seconded by Member Beaumont and carried unanimously to approve the Start-Up Assistance Grant Application for Snow Day Fibers in the amount of $3,792.

f. Start-Up Assistance Grant: Honey Haven Bakery
DDA Member Knight abstained from voting on agenda Items 9(f) and 9(g).
Baily Knight provided an overview of the Start-up Assistance Grant applications. Honey Haven Bakery is the only gluten free restaurant in the Upper Peninsula.

A motion was made by Member Argall, seconded by Member Beaumont and carried unanimously to approve both Start-Up Assistance Grant Applications for Honey Haven Bakery; the Start-Up Assistance Grant in the amount of $5,000 and the Start-Up Assistance Grant (Restaurants) in the amount of $20,000.

g. Start-Up Restaurant Grant: Honey Haven Bakery
Bailey Knight provided an update on the updates needed to the building such as upgrading the existing hood system, mold remediation, plumbing/electrical updates, etc.

h. Old Farm Road Repair
This agenda item was tabled due to City Manager/Member Scholz not present to answer questions.

10. ROUNDTABLE
DDA Member Argall congratulated DDA Liaison Sundberg on her award. Next month, Jasper Ridge will be holding a 30th Anniversary celebration; which will include a Ribbon Cutting. DDA Members Petersen and Beaumont welcomed Member Alquaree. Mark Miller provided a reminder to provide him with input. PC Vice Chair Vargas thanked the DDA for having Planning Commission at the meeting. PC Member Routhier thanked everyone for the time spent together and all the planning/work that has been completed. DDA Liaison Sundberg is excited about the Strategic Plan and looking forward to the Board Retreat. DDA Member Milano doesn't have official numbers for the Farmer's Market, but had over 10,000 people attended, it was a fantastic summer, and the Farmer's Market has been turned over to Ishpeming Community Events. DDA Member Alquaree expressed excitement being on the DDA and is looking forward to the Retreat; the Cheermeister for the Kriskindlmarkt has been picked and the Cheermeister Ball is upcoming. DDA Member Knight provided thanks to all and expressed excitement at being on the DDA. DDA Member Doney is learning and is excited to learn about the work being done. DDA Member Adan provided congratulations to DDA Liaison Sundberg, welcomed Member Alquaree, and is looking for volunteers for the upcoming Kriskindlmarkt. DDA Chair Aro provided thanks to all and appreciates the hard work being done by all.

All members provided thanks to PC Member Routhier for her service.

11. ADJOURNMENT
At 5:55 p.m., a motion was made by Member Argall, supported by Member Beaumont and carried unanimously to adjourn.

Emilie Stack
City Clerk/HR Manager