

**CITY OF ALPENA, DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES OF A REGULAR MEETING OF THE AUTHORITY BOARD
APPROVED 9/4/18**

Meeting date of August 7, 2018 @ 3:00 pm | City Hall, 208 N. First Avenue, Alpena, Michigan

Present: Todd Britton, Aaron Buza, Joanna Cooper, Chad Esch, Jeffrey Mindock, Kyrie Momrik, Shawn Straley (left 3:45 pm), Greg Sundin, Matt Wojda (arrived 3:04 pm)

Absent: Mike Mahler

Staff Present: Anne Gentry

City Staff: Adam Poll

AGENDA ITEMS

In the absence of Chairman Mahler and Vice-Chairman Wojda, it was moved by Mindock and seconded by Momrik to appoint Joanna Cooper to lead the meeting. All ayes.

1. Call to Order: The meeting was called to order at 3:02 pm by Cooper.

2. Citizens Appearing before the Authority:

- Arturo Rojas, Owner of Mango's Mexican Cuisine addressed the board about his purchase of the Owl Restaurant building and his desire to update the existing patio, including expanding it out two feet to accommodate two rows of tables. He requested to have a new lease in place before the winter.
- Justin Christensen-Cooper, Executive Director of Art in the Loft, provided an update on the fish mural in Pocket Park, with an installation date towards the end of September and the addition of the fish in May. He also requested that the board re-open the discussion about grass versus stone in the Pocket Park and survey downtown business and property owners to get their feedback.
- Griffin James, Owner of the Local Basket Case, reported on a survey he placed in his business over the last few weeks, with a majority of customers supportive of re-laying grass in the Pocket Park. He encouraged the board to keep grass in the park to keep it accessible and usable for people coming downtown.
- Eric Peterson, Owner of Fresh Palate, stated his support for what others have said, to keep the grass in the Pocket Park. He reported to the board that his staff had worked to clean up the garden towards the back of the park and that he would be willing to be responsible to help maintain the park if grass in the future. He also expressed his desire to close the alleyway and use it along with the back of the Pocket Park as a venue space.

- Doug Pratt, Owner of Prattscape, addressed the board about his vision of the original redesign of the Pocket Park for it to convey a water-like setting. He also commented on the difficulty of maintaining grass, as it is frequently used by dogs.

3. Late Additions to the Agenda: None.

4. Review and Adoption of Minutes of Previous Meeting (June 2018): It was moved by Momrik and seconded by Wojda to approve the minutes of the June 2018 Regular Meeting of the DDA Board. Motion carries.

5. Hearings: None.

6. Executive Director's Report: Gentry provided a written and oral report on Christmas decorations, new events as discussed by the Promotions Committee, and the new DDA Ambassadors program.

- a. Kingsli: Post-internship position. Gentry reviewed the attached job description for Kingsli Kraft to stay on part-time after her internship is completed later this month. It was moved by Esch and seconded by Buza to continue her employment as proposed. All ayes.
- b. Special Liquor License Application: Chowder & Chili Cook-off. It was moved by Mindock and seconded by Britton to recommend the application for a special license to serve alcohol at the cook-off on Saturday, October 6, 2018 from 12-4 pm. All ayes.

7. Correspondence: None.

8. Review and Acceptance of Monthly Financial Reports: It was moved by Esch and seconded by Straley to approve both the Financial Reports for June 2018 and July 2018. Motion carries.

9. Committee Reports

- a. Budget/ Finance: Did not meet.
- b. Education & Promotion: Gentry provided an update on the Chowder & Chili Cook-off and other events scheduled for the rest of the year.
- c. Design & Beautification: Gentry updated the group on the mural and concerns voiced about the Pocket Park landscaping.
- d. Economic Development/ Parking: Gentry provided an update on continued joint meetings between the two committees to discuss paid parking in the downtown.

10. Report from the City of Alpena: Poll updated the group:

- There will be parking spots added in front of Salon 125, subject to MDOT Review. The alleyway will also be closed off to traffic and potentially improved.
- The Dog Park is under construction with an anticipated open date towards the end of the summer.

11. Unfinished Business: none.

12. New Business

a. Pocket Park & Patio Lease: It was moved by Esch and seconded by Wojda to give the Pocket Park design back to the Design Committee for review and to recommend a final design. Motion carries. Gentry provided an update on the patio lease which needs to be re-written for Mango's usage, which will be discussed at a future DDA Board Meeting.

13. Adjournment: There being no other business, the meeting adjourned at 4:27 pm.

Minutes recorded and prepared by Executive Director Anne Gentry.