

**CITY OF ALPENA, DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES OF A NORMAL MEETING OF THE AUTHORITY BOARD
APPROVED 3/3/2020**

Meeting date of February 4, 2020 @ 3:00 pm | City Hall, 208 N. First Avenue, Alpena, Michigan

Present: Todd Britton, Joanna Cooper, Mike Mahler, Rachel Smolinski, Shawn Straley

Absent: Aaron Buza, Griffin James, Kyrie Momrik, Matt Wojda

Staff Present: Anne Gentry, Kingsli Kraft

City Staff: Adam Poll

AGENDA ITEMS

1. Call to Order: The meeting was called to order at 3:00 pm by Chairman Mahler.

2. Citizens Appearing before the Authority:

- Diane Bauer: Diane addressed the board on her concern for downtown safety and ways our downtown could be more accessible to a variety of users. She suggested the DDA look into developing a downtown crosswalk ordinance and bike ordinance. She also wondered if the DDA was involved in the discussion surrounding the traffic light at Second Ave. and Miller St. She encouraged the City to utilize the light to encourage better safety downtown.

3. Late Additions to the Agenda: None.

4. Review and Adoption of Minutes of Previous Meeting (January 2020): It was moved by Straley and supported by Smolinski to approve the minutes of the January 2020 Meeting of the Board. All ayes.

5. Hearings: None.

6. Executive Director's Report: Gentry provided a written and oral report. The second Merchant Meet-Up was held and had 25 business owners attend. Gentry also reported on the upcoming Leap Year Local event (February 29) and that the Fresh Waves application was released for both artists and downtown locations for this year's mural.

7. Correspondence: None to report.

8. Review and Acceptance of Monthly Financial Reports (January 2020) & BA 216 & BA 217: Britton moved and Straley supported to approve the January 2020 Financials and Budget Amendments for both Fund 216 and 217 as presented. All ayes.

9. Committee Reports

- a. Budget/ Finance: Did not meet this month. Gentry has a meeting with Anna Soik & Rachel Smolinski early March, so she will be scheduling a committee meeting this month.
- b. Education & Promotion: Kraft reported to the board about Leap Year Local and a summary of holiday promotions and events.
- c. Design & Beautification: Britton gave an update to the board. Diane Bauer gave a presentation to the committee about downtown safety and accessibility. Doug Pratt of Prattscape also discussed some options on replacing downtown trees, which the committee will continue discussing to formulate a plan.
 - Bike racks: The committee recommended to move forward with commissioning Jake Idema to fabricate two wrought-iron bike racks for the downtown, one to be placed in front of the Antique Mall on Second Avenue as soon as it is completed, and one in Culligan Plaza once the re-design is completed. Smolinski moved and Straley seconded to approve those two larger bike racks to be fabricated for the locations mentioned at \$3,300 each (\$6,600 total). All ayes.
- d. Economic Development: The committee did not meet this month, but Mahler gave an update on the committee's work to create a "support team" for new downtown businesses and a potential pitch night.
- e. Parking: Did not meet this month. Mahler commented there has been an increase of complaints about tickets issued without being able to chalk tires.

10. Report from the City of Alpena: Poll gave an update:

- Medical marijuana discussions are moving forward at City Council.
- Discussions have started about utilizing the stoplight at Second Avenue and Miller Street.
- The CIP meeting with City Council & Planning Commission is February 19.
- Work is continuing on Red Brick Tavern & Grill.
- A grant is in the works for more apartments about the Professional Building.

Joanna Cooper left at 3:21 pm.

11. Unfinished Business: None, since Bike Racks were discussed in the Design Committee report.

12. New Business: None.

13. Adjournment: There being no other business, the meeting adjourned at 3:28 pm.

Minutes recorded and prepared by Anne Gentry.