

# CITY OF ALPENA, DOWNTOWN DEVELOPMENT AUTHORITY MINUTES OF A REGULAR MEETING OF THE AUTHORITY BOARD APPROVED

Meeting date of January 8, 2019 @ 3:00 pm | City Hall, 208 N. First Avenue, Alpena, Michigan

Present: Aaron Buza, Joanna Cooper (arrived 3:10 pm), Chad Esch, Griffin James, Mike Mahler, Jeffrey Mindock (arrived 3:15 pm), Shawn Straley, Greg Sundin, Matt Wojda

Absent: Todd Britton, Kyrie Momrik

Staff Present: Anne Gentry, Kingsli Kraft

City Staff: Adam Poll

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## AGENDA ITEMS

1. **Call to Order:** The meeting was called to order at 3:02 pm by Chairman Mahler.
2. **Citizens Appearing before the Authority:** None.
3. **Late Additions to the Agenda:** None.
4. **Review and Adoption of Minutes of Previous Meeting (November 2018):** It was moved by Sundin and supported by James to approve the minutes of the November 2018 Regular Meeting of the DDA Board. All ayes. Due to a lack of a quorum, the December 2018 meeting had no minutes.
5. **Hearings:** None.
6. **Executive Director's Report:** Gentry provided a written and oral report on activities for the holiday season, strategic planning, projects for the upcoming year, and a marketing and outreach calendar for the upcoming year.
7. **Correspondence:** None to report.
8. **Review and Acceptance of Monthly Financial Reports & BA (216):** It was moved by Wojda and seconded by Esch to approve the Financial Reports for November 2018, the Financial Reports for December 2018, and a BA for Fund 216 for Durable Goods. All ayes.
9. **Committee Reports**
  - a. Budget/ Finance: Did not meet.
  - b. Education & Promotion: Gentry provided an update on a summer event collaboration with Fresh Palate and a new program to improve outreach and communication with stakeholders.

- c. Design & Beautification: The committee did not meet in December. Gentry provided an update on the November meeting, in which the committee discussed awarding 109 & 111 River St. façade grants and the pocket park patio lease.
- d. Economic Development: Gentry provided an update on the committee’s preliminary discussions about recreational and medicinal marijuana facilities in the downtown district.
- e. Parking: The committee did not meet this month.

**10. Report from the City of Alpena:** Adam Poll updated the board about:

- Meeting with MEDC and a property owner about MEDC’s involvement in a renovation project downtown
- Rental Rehab being brought back for residential units downtown (up to \$60,000 per unit)
- CIP Meeting in February with City Council and Department Heads

**11. Unfinished Business:** None.

**12. New Business:**

- **CIP Projects:** Gentry reviewed the CIP Requests, which have been reviewed by City Department Heads and will be reviewed by City Council and the Planning Commission. Mindock moved and Straley seconded to approve all requests as submitted. All ayes.
- **Potential Property Acquisition:** Mindock moved and Sundin seconded to move to Closed Session to discuss potential property acquisition. Roll call vote was taken and motion carried:
  - Straley- aye
  - Buza- aye
  - Sundin- aye
  - Mahler- aye
  - Esch- aye
  - Wojda- aye
  - Cooper- aye
  - James- aye
  - Mindock- no

At 4:30 pm, Wojda moved and Buza seconded to move out of Closed Session. Roll call vote was taken, all ayes.

**13. Adjournment:** There being no other business, the meeting adjourned at 4:30 pm.

*Minutes recorded and prepared by Executive Director Anne Gentry.*