

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

Meeting date of January 7, 2020 @ 3:00 pm | City Hall, 208 N. First Avenue, Alpena, Michigan

Present: Todd Britton, Aaron Buza, Mike Mahler, Kyrie Momrik, Rachel Smolinski, Shawn Straley, Matt Wojda

Absent: Joanna Cooper, Griffin James

Staff Present: 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:** None.
3. **Late Additions to the Agenda:** None.
4. **Review and Adoption of Minutes of Previous Meeting: December 2019, Notes from two Informational Meetings of the Authority.** It was moved by Momrik and supported by Straley to approve the minutes of the December 2019 Meeting of the Board and the notes from the two Informational Meetings. All ayes.
5. **Hearings:** None.
6. **Executive Director's Report:** Gentry provided a written report but was not in attendance. Britton recommended an annual summary of accomplishments be completed annually. Mahler commented on the recent articles in the Alpena News that mentioned downtown's improvements.
7. **Correspondence:** None to report.
8. **Review and Acceptance of Monthly Financial Reports (December 2019):** Britton moved and Wojda supported to approve the December 2019 Financials as presented. All ayes.
9. **Committee Reports**
 - a. Budget/ Finance: Did not meet this month.
 - b. Education & Promotion: Kraft reported to the board about the finalized application forms for Fresh Waves and a possible event in February that would highlight downtown businesses and stores.

- c. Design & Beautification: Momrik reported to the board; she has accepted Cindy Johnson's position as Chairperson of the committee. The committee has a proposal for new bike racks from Jake Idema and is discussing putting one bike rack in Culligan Plaza to start.
- d. Economic Development: Mahler discussed the need for an incubator space in the downtown. The Royal Knight property has a purchase agreement with an open closing date.
- e. Parking: Mahler reported that Tom Neff from Traffic & Safety attended the committee meeting. He focused on the financial impact that paid parking would have and not necessarily the need for more parking. The committee needs to focus time and energy on where to start and how to phase.

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

- Three of five council members want provisioning centers located out of the downtown district. No official vote has been taken yet.
- Meeting with Lindsey at the MEDC about several properties in downtown for redevelopment and grant opportunities.
- Grant opportunities for electric vehicle chargers after speaking with residents who own them.
- Power company working on electric upgrades and easement space near Red Brick.

11. Unfinished Business: None.

12. New Business:

- 123 Lockwood Street: Warranty Deed. It was moved by Wojda and supported by Britton to execute the warranty deed for the 123 Lockwood Street property. All ayes.

13. Adjournment: There being no other business, the meeting adjourned at 3:30 pm.

Minutes recorded and prepared by Shawn Straley.