

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

Meeting date of June 4, 2019 @ 3:00 pm | City Hall, 208 N. First Avenue, Alpena, Michigan

Present: Todd Britton, Chad Esch (arrived 3:05 pm) Mike Mahler, Jeffrey Mindock, Kyrie Momrik, Shawn Straley, Greg Sundin, Matt Wojda

Absent: Aaron Buza, Joanna Cooper, Griffin James

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:** None.
3. **Late Additions to the Agenda:** None.
4. **Review and Adoption of Minutes of Previous Meeting (May 2019):** It was moved by Straley and supported by Momrik to approve the minutes of the May 2019 Regular Meeting of the DDA Board. All ayes.
5. **Hearings:** None.
6. **Executive Director's Report:** Gentry provided a written and oral report on the strategic planning session, summer beautification updates, and Thunder Bay Theatre's DDA Liquor License.
 - NEMROC Employees. Joe Garant presented to the DDA Board about new requirements on how NEMROC clients must have a direct employer of record to continue providing clean-up services to the downtown. It was moved by Wojda and seconded by Esch to approve up to 20hrs/wk cumulatively for NEMROC clients effective June 11- September 30. It will be deferred to the Design & Beautification committee to create a proposal to continue through the rest of year. All ayes.
7. **Correspondence:** None to report.
8. **Review and Acceptance of Monthly Financial Reports (May 2019):** It was moved by Esch and supported by Wojda to approve the financials for May 2019. All ayes.

- BA (216 & 217): It was moved by Wojda and seconded by Britton to approve budget amendments for both Fund 216 & Fund 217 with one adjustment. All ayes.

9. Committee Reports

- a. Budget/ Finance: Did not meet.
- b. Education & Promotion: Gentry provided an update on promotional graphics for upcoming events, the Blues Festival coming up on June 22, and the digital marketing campaign launched June 3, 2019. Sundin also updated the group on a City Manager/ Michigan Municipal League conference coming to Downtown Alpena the end of July.
- c. Design & Beautification: Britton provided an update on two applications received for Façade Grants. One was awarded to Thunder Bay Theatre for \$5,000.
- d. Economic Development: Did not meet this month.
- e. Parking: Gentry provided an update on potentially adding additional handicap parking throughout the downtown.

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

- City Council has directed City Staff to continue the process of allowing medical marijuana in the City Limits.
- Road work continues near City Hall.
- Water levels are extremely high at the river and marina.

11. Unfinished Business: None.

12. New Business: None.

13. Adjournment: There being no other business, the meeting adjourned at 3:47 pm.

Minutes recorded and prepared by Executive Director Anne Gentry.