

**CITY OF ALPENA, DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES OF A SPECIAL MEETING OF THE AUTHORITY BOARD
APPROVED 7/7/2020**

Meeting date of Tuesday, June 2, 2020 @ 3:00 pm

Meeting was held virtually through GoTo Meeting due to the Governor’s Stay Home Stay Safe Order and through Executive Order No. 2020-15. Board members present either called in via phone or video. Members of the public were invited to join virtually as well.

Present: Todd Britton (via phone), Mike Mahler, Kyrie Momrik, Rachel Smolinski, Shawn Straley (via phone), Matt Wojda (arrived 3:15 pm)

Absent: Aaron Buza, Joanna Cooper, Griffin James

Staff Present: Anne Gentry

AGENDA ITEMS

1. Call to Order: The meeting was called to order at 3:05 pm by Chairman Mahler.

2. Citizens Appearing before the Authority:

- **Steve Straley**, Owner of Alpena Furniture, address the Board. He shared that he and Jon Benson, owner of JJ’s & John A. Lau Saloon, were opposed to any consideration of closing Second Avenue to vehicle traffic, due to the negative effects it would have on their businesses.

3. Late Additions to the Agenda: Straley moved to approve the agenda as presented. Smolinski supported. Roll call vote was taken:

Britton- yes Momrik- yes Straley- yes

Mahler- yes Smolinski- yes Wojda- yes

Total votes: Yes (6), No (0), Absent (3). Motion passes.

4. Review and Adoption of Minutes of Previous Meeting (May 2020 Regular Meeting of the Board & May 22, 2020 Special Meeting of the Board): It was moved by Smolinski and supported by Momrik to approve both sets of minutes as presented for the May 2020 Regular Meeting and May 22, 2020 Special Meeting of the Board. Roll call vote was taken:

Britton- yes Momrik- yes Straley- yes

Mahler- yes Smolinski- yes Wojda- yes

Total votes: Yes (6), No (0), Absent (3). Motion passes.

5. Hearings: None.

6. Executive Director’s Report: Gentry provided an oral and written report on her recent activities which included the submission of a Match on Main Covid-19 relief grant for businesses through the MEDC, the second webinar on reopening hosted with the Alpena Area Chamber, a Virtual Shopping Night event held on May 14, and a Reopening Plan for the DDA Office.

7. Correspondence: None to report.

8. Review and Acceptance of Monthly Financial Reports (May 2020): Britton moved and Momrik supported to approve the financial reports for May 2020. Roll call vote was taken:

Britton- yes Momrik- yes Straley- yes

Mahler- yes Smolinski- yes Wojda- yes

Total votes: Yes (6), No (0), Absent (3). Motion passes.

9. Committee Reports

- a. Budget/ Finance: Did not meet. Gentry reported that the budget for FY 2020/2021 had been updated, removing the Business Incubator/ Royal Knight project.
- b. Education & Promotion: Gentry gave an update on the Virtual Shopping Event through Facebook live hosted by the DDA and the plan to hold more of them in the future due to positive feedback from participating businesses, especially around the holiday season. Gentry also discussed a reopening campaign for the downtown, including having a promotional video done by Irving Entertainment.
- c. Design & Beautification: Momrik gave an update on the committee’s discussion about downtown trees; the plan is to replace about 15 trees in areas that had mulch. Momrik also discussed alternatives to closing Second Ave, such as closing the alleyway and the back part of the Pocket Park for the summer. The committee recommended leaving outdoor dining as-is for this summer, since the alleyway is cold and windy to use, and neither Mango’s nor Fresh Palate expressed strong interest in using those spaces. Mahler also updated that he and Gentry had met with Jon Benson & Steve Straley about their concerns of shutting the street.
- d. Economic Development: Mahler gave an update on the committee’s discussion of expanding outdoor seating and Covid-19 relief efforts, including a marketing campaign, matching All in for Alpena grants, and a potential re-launch of the rental subsidy program.
- e. Parking: Mahler updated the Board that the committee met to discuss raising parking violation fines. They decided to keep rates the same as they are.

10. Report from the City of Alpena: Smolinski provided updates from the City of Alpena:

- City Council voted to move forward with having the Fourth of July fireworks, as long as the Governor's orders permit it.
- The medical marijuana ordinance and scoring has been approved, and the City is working on the application process for various types of facilities.
- City Hall reopened on Monday and will be reopening to the public on June 15.
- There is money available in the Tree Replacement Program budget, so Gentry will follow up with the City Engineer on cost-sharing for replacement.

11. Unfinished Business:

- **All in for Alpena:** Mahler reported that awards for businesses should be determined by the end of the week. He provided Gentry with a list of businesses within the DDA district that had applied, to begin thinking of possible scenarios for matching awards. The DDA will need to host a Special Board Meeting once awards have gone out.

12. New Business: None.

13. Adjournment: It was moved by Straley and supported by Wojda to adjourn. The meeting adjourned at 3:43 pm.

Minutes recorded and prepared by Anne Gentry.