

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

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

Present: Joanna Cooper, Griffin James, Kyrie Momrik, Rachel Smolinski, Matt Wojda

Absent: Todd Britton, Aaron Buza, Mike Mahler, Shawn Straley

Staff Present: Anne Gentry

City Staff: Adam Poll

AGENDA ITEMS

1. **Call to Order:** The meeting was called to order at 3:22 pm by Vice-Chairman Wojda, once a quorum was present.
2. **Citizens Appearing before the Authority:** None.
3. **Late Additions to the Agenda:** None.
4. **Review and Adoption of Minutes of Previous Meeting (February 2020):** It was moved by Smolinski and supported by Momrik to approve the minutes of the February 2020 Meeting of the Board. All ayes.
5. **Hearings:** None.
6. **Executive Director's Report:** Gentry provided a written report. She reviewed the written report orally earlier in the meeting before a quorum was present.
7. **Correspondence:** None to report.
8. **Review and Acceptance of Monthly Financial Reports (February 2020):** Momrik moved and James supported to approve the financial reports for February 2020. All ayes.
9. **Committee Reports**
 - a. Budget/ Finance: The budget committee met this month, which was composed of Britton, Mahler, and Momrik. Momrik updated the board on the draft of the budget which was included in the Board Packet.
 - b. Education & Promotion: Momrik updated the group on supporting this year's Art Walks events, the 2020 schedule of DDA events, and continued conversations about organizing an Ice Festival in our community.
 - c. Design & Beautification: Momrik gave the report for the Design Committee. The committee reviewed all 29 submissions for downtown banner art for our winter set of

lamppost banners and selected which ones we would like to feature. The committee also discussed budgeting \$8,000 to replace downtown trees, focusing on those that have a mulched area already.

- d. Economic Development: Gentry gave an update on proposed topics for programming and small business panels that the committee has been working on.
- e. Parking: Gentry reported that the committee is looking at adding parking spaces reserved for downtown employees in Lot 8. Gentry is collecting feedback from businesses who utilize that lot. The committee also discussed increasing complaints about parking violations, since we are unable to chalk tires.

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

- The City is looking at revising its event request and approval process, since more are coming in that require more involvement from staff. A fee may also be added. Changes wouldn't go into effect until after Labor Day.
- The medical marijuana process is still happening at City Council level.

11. Unfinished Business: There was no update on Potential Property Acquisition.

12. New Business: None.

13. Adjournment: There being no other business, the meeting adjourned at 3:36 pm.

Minutes recorded and prepared by Anne Gentry.