

**CITY OF ALPENA, DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES OF A NORMAL MEETING OF THE AUTHORITY BOARD
APPROVED 6/2/2020**

Meeting date of May 5, 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

Absent: Aaron Buza, Joanna Cooper, Griffin James

Staff Present: Anne Gentry, Kingsli Kraft

AGENDA ITEMS

1. **Call to Order:** The meeting was called to order at 3:01 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 (April 2020 Regular Meeting of the Board & April 14, 2020 Special Meeting of the Board):** It was moved by Wojda and supported by Britton to approve both sets of minutes with one typo fix in the April 7 set of minutes. Roll call vote was taken:

Britton- yes	Smolinski- yes
Mahler- yes	Straley- yes
Momrik- 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, including Covid-19 related support for businesses, a new series of webinars hosted in partnership with the Alpena Area Chamber, and updates related to summer projects (Fresh Waves & downtown beautification projects).
7. **Correspondence:** None to report.

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

Britton- yes Smolinski- yes

Mahler- yes Straley- yes

Momrik- yes Wojda- yes

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

9. Committee Reports

- a. Budget/ Finance: Did not meet. Gentry included an updated budget for the DDA that was included in the City Budget that is being reviewed by City Council.
- b. Education & Promotion: Gentry gave an update on Fresh Waves and the committee’s selection of two artists to complete two murals this summer and the decision postpone the associated event and dedication. Kraft is working on a proposal for a new early summer event and art installation for 2021 called Meet the Merchants.
- c. Design & Beautification: The committee did not meet this month but will reconvene next month to discuss replacing downtown trees.
- d. Economic Development: Mahler gave an update. The committee met to give updates from their respective organizations and brainstorm how the DDA could support businesses in these times.
- e. Parking: Did not meet this month.

10. Report from the City of Alpena: Smolinski gave an update from the City. Discussions are happening about July 4 in our community. Council is waiting until its next meeting to discuss the fireworks contract, which must be decided by June 1. Interviews are scheduled this month with applicants for the Planning & Development Director position.

11. Unfinished Business: None.

12. New Business:

- Business Support & Fund Balance: Mahler discussed the All in for Alpena fundraising campaign that launched this week to offer relief grants to Alpena small businesses. The fundraising campaign began today and ends in two weeks. Mahler discussed allocating funds from DDA fund balance (\$50,000) to support small businesses, including a potential grant match, marketing campaign, programming, and rental subsidy program in the future. This will be discussed at our next board meeting.

13. Adjournment: There being no other business, the meeting adjourned at 3:45 pm.

Minutes recorded and prepared by Anne Gentry.