

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

Meeting date of November 6, 2018 @ 3:00 pm | City Hall, 208 N. First Avenue, Alpena, Michigan

Present: Todd Britton, Griffin James, Mike Mahler, Jeff Mindock, Kyrie Momrik, Shawn Straley, Greg Sundin

Absent: Aaron Buza, Joanna Cooper, Chad Esch, Matt Wojda

Staff Present: Anne Gentry

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 (October 2018):** It was moved by Momrik and seconded by Britton to approve the minutes of the October 2018 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 Chowder & Chili Cook-off and its final budget, Bard at the Bar, Christmas events scheduled for the season, updates to Christmas decorations, and the hiring of a new parking attendant.
- 7. Correspondence:** None to report.
- 8. Review and Acceptance of Monthly Financial Reports:** It was moved by Sundin and seconded by Momrik to approve the Financial Reports for October 2018. All ayes.
- 9. Committee Reports**
 - a. Budget/ Finance: Did not meet.
 - b. Education & Promotion: Gentry provided an update on the Chowder & Chili Cook-off, Bard at the Bar, and promotions for the holiday season.
 - c. Design & Beautification: Gentry provided an update on continuing discussions about the Pocket Park patio lease and updates to Christmas decorations for this season.

- d. Economic Development: Mindock provided an update about parking research and discussions about a parking garage.
- e. Parking: The committee did not meet this month. The board discussed combining parking and economic development committees for the time being.

10. Report from the City of Alpena: Adam Poll updated the board:

- CIP Requests are in process and must be completed this month.
- Both cruise ship visits are complete.
- He and a downtown property owner attended a pro forma training through MEDC.
- Working with MML/MEDC to market the APC site.

11. Unfinished Business: None.

12. New Business: None.

13. Adjournment: There being no other business, the meeting adjourned at 3:22 pm.

Minutes recorded and prepared by Executive Director Anne Gentry.