

**CITY OF ALPENA, DOWNTOWN DEVELOPMENT AUTHORITY  
MINUTES OF A NORMAL MEETING OF THE AUTHORITY BOARD  
APPROVED 12/3/19**

Meeting date of November 5, 2019 @ 3:00 pm | City Hall, 208 N. First Avenue, Alpena, Michigan

Present: Todd Britton, Aaron Buza, Joanna Cooper, Mike Mahler, Kyrie Momrik, Shawn Straley

Absent: Griffin James, Jeff Mindock, Greg Sundin, Matt Wojda

Staff Present: Anne Gentry

City Staff: Adam Poll

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## **AGENDA ITEMS**

**1. Call to Order:** The meeting was called to order at 3:02 pm by Chairman Mahler.

**2. Citizens Appearing before the Authority:**

- Augie Matuzak, owner of Forty-Five North Art Gallery addressed the DDA Board on the following topics:
  - Matuzak attended DDA Parking Committee meeting and shared concerns. He stated that parking issues only pertain for three months of the year (summer), and that the primary source of the problem is due to apartment renters and downtown employees parking in prime spots. He also recommended changing Culligan Plaza lot to a 2-3 hour lot.
  - Downtown events when the street is closed off generates no sales for businesses like his; his business might as well be closed.
  - Many trees are missing from the sidewalk, approximately 28. The DDA/City should look at replacing.
  - He expressed a need for public restrooms downtown and requested they be included in our potential development site.

**3. Late Additions to the Agenda:** None.

**4. Review and Adoption of Minutes of Previous Meeting (October 2019):** It was moved by Straley and supported by Momrik to approve the minutes of the October 2019 Meeting of the DDA Board of Directors. All ayes.

**5. Hearings:** None.

**6. Executive Director's Report:** Gentry provided a written and oral report on the Chili & Chowder Cook-off that happened this past month, including suggestions for next year, the Project Based Learning Class at the high school, Rise Artisan Market and the DDA's role in future events, and a summary of the Build Institute training she attended last month.

**7. Correspondence:** None to report.

**8. Review and Acceptance of Monthly Financial Reports (October 2019) & BA 217: Personal Property Taxes:** It was moved by Momrik and supported by Britton to approve the financials for October 2019 and the BA for Fund 217 as presented. All ayes.

**9. Committee Reports**

- a. Budget/ Finance: Did not meet this month.
- b. Education & Promotion: Gentry provided an update on Bard at the Bar (November 13), fall promotional videos, upcoming holiday events, and holiday advertising.
- c. Design & Beautification: Britton updated the board on a call for artwork to feature on winter banners (for next season), a proposed contract with Prattscape for Pocket Park maintenance, and next month's meeting, which will focus on bike racks and alleyways. Cindy Johnson resigned as Chairperson from the committee, so the committee will be seeking a new chairperson.
- d. Economic Development: Mahler updated the board on Gentry's summary of the Build Institute training and future plans for a Marketplace committee.
- e. Parking: The committee did not meet this month.

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

- The new City Manager will start December 9.
- Medical marijuana will be discussed at next council meeting.
- Road and street improvements will be wrapped up before the end of the season.

**11. Unfinished Business:**

- **Potential Property Acquisition:** Mahler reported we are still in negotiation with the seller, and there may be another option or purchase agreement with another buyer.

**12. New Business:**

- **Alpena Power Company Request: Dry Dock Parking Lot.** Ken Dragiewicz of Alpena Power Company addressed the board. Due to the Dry Dock renovation, they are hoping to bury power lines underground, which will allow future upgrades. There is uncertainty whether the proposed area for a box is on DDA property (parking lot). Momrik moves to have a survey started and to allow a 10x10 easement to Alpena Power to support electrical needs, if area falls on DDA property. Britton seconds. All ayes.

**13. Adjournment:** There being no other business, the meeting adjourned at 3:46 pm.

*Minutes recorded and prepared by Executive Director Anne Gentry.*