

**CITY OF ALPENA, DOWNTOWN DEVELOPMENT AUTHORITY  
MINUTES OF A REGULAR MEETING OF THE AUTHORITY BOARD  
APPROVED 10/2/18**

Meeting date of September 4, 2018 @ 3:00 pm | City Hall, 208 N. First Avenue, Alpena, Michigan

Present: Aaron Buza, Joanna Cooper, Chad Esch, Kyrie Momrik, Shawn Straley (left 3:58 pm), Greg Sundin

Absent: Todd Britton, Mike Mahler, Jeffrey Mindock, Matt Wojda

Staff Present: Anne Gentry

City Staff: Adam Poll

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**AGENDA ITEMS**

In the absence of Chairman Mahler and Vice-Chairman Wojda, it was moved by Straley and seconded by Buza to appoint Chad Esch to lead the meeting. All ayes.

- 1. Call to Order:** The meeting was called to order at 3:08 pm by Esch.
- 2. Citizens Appearing before the Authority:** None.
- 3. Late Additions to the Agenda:** None.
- 4. Review and Adoption of Minutes of Previous Meeting (August 2018):** It was moved by Straley and seconded by Momrik to approve the minutes of the August 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, Kingsli's activities, and other updates from the previous month.
  - a. DDA Junior Committee: It was moved by Sundin and supported by Buza to establish a DDA Junior Committee, as proposed by Kingsli. Kyrie Momrik will serve as a board liaison. All ayes.
  - b. DDA Board Member Application: Griffin James. It was moved by Buza and seconded by Momrik to appoint Griffin James to a four-year term on the DDA Board of Directors. Buza, Momrik, Cooper, Sundin, Straley- ayes. Esch- no. Motion fails.
  - c. DDA Board Member Reappointment: Matt Wojda. It was moved by Sundin and seconded by Straley to reappoint Matt Wojda to another four year term. Motion carries.

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

**8. Review and Acceptance of Monthly Financial Reports:** It was moved by Sundin and seconded by Momrik to approve both the Financial Reports for August 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, other events scheduled for the rest of the year, and downtown t-shirts for volunteers and ambassadors.
- c. Design & Beautification: Gentry updated the group on the design committee's recommendation for the Pocket Park design, including a \$8500 budget allocation to carry out the following design.
  - Keep stone in the front part of the park where the boats will be.
  - Add a strip of grass towards the back of the park, near Basket Case.
  - Add grass where the doggy station and bushy area currently is.

Cooper requests to have receipts and more information for what has spent already, as well as additional estimates for what the additional work would cost. It was moved by Sundin to table the discussion until next meeting. (Straley leaves 3:58 pm)

- d. Economic Development: Gentry provided an update on parking downtown, a strategic planning meeting, and the new chairman, Jeffrey Mindock.
- e. Parking: Gentry updated the group on a request to add additional tenant parking behind the Center Building and remove tenant parking behind the Dry Dock. Due to lack of quorum, no decision was made.

**10. Report from the City of Alpena:** Poll updated the group:

- Dog Park officially opened on Friday
- Parking spots in front of Salon 125 are in progress
- Cruise ship visits have been finalized for October.

**11. Unfinished Business:** None.

**12. New Business:** None.

**13. Adjournment:** There being no other business, the meeting adjourned at 4:04 pm.

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