

**ANCHORAGE COMMUNITY DEVELOPMENT AUTHORITY  
BOARD OF DIRECTOR'S BOARD MEETING  
May 24, 2007**

**Present**

Jan Sieberts  
Mary Jane Michael  
Jana Hayenga  
Dana Pruhs  
Ted Carlson  
Jeff Sinz  
Debby Sedwick (via phone)

**Excused**

Louise Lazur  
Ron Baird  
Bill Starr  
Chris Birch

**Staff/Guests**

Wendy Mikowski  
Healia Palmer  
Mike Kennard  
Krin Kemppainen  
Joanne Risch  
Eric Campbell

**Call to Order**

Mr. Sieberts called the meeting to order at 4:05 p.m.

**Review of Agenda**

A recommendation was made to move item A under new business to the first item up for discussion, the recommendation was accepted unanimously.

**Minutes**

- Mr. Carlson moved to accept the minutes from April 26, 2007 as presented; Ms. Hayenga seconded. The minutes were approved unanimously.

**Public Comment**

There are no public comments.

**Old Business**

A. Mt. View ML&P Update –

- Ms. Michael updated everyone on the Mt. View ML&P project.
- A discussion was held on the status of the development to include: assembly support, RFP for a new ML&P building, location for a new ML&P building, cost of building, financial impact to overall development, and POB Montgomery plans.

**New Business**

A. 2006 Audit –

- Mr. Campbell presented the 2006 Audit prepared by Mikunda, Cottrell & Company.
- The Board requested a memo from the Ms. Palmer summarizing the major parking changes from the 2005 audit to the 2006 audit.
- Ms. Michael moved to accept the 2006 audit as presented; Ms. Hayenga seconded. The motion was approved unanimously.

B. Annual Downtown Contributions –

- Ms. Palmer explained the request from staff for Board approval of annual contributions.
- A discussion was held on this item to include: each of the proposals/requests, where the money comes from to support the requests, cash and non-cash contributions, where the requests come from, weekend market proceeds, and other funds spent on contributions.

- Mr. Carlson moved to approve the request; Ms. Hayenga seconded.
- Mr. Carlson stated in the future this request should go through the Operations committee especially lost revenue as part of the budget process. Consensus from the Board was to agree. Discussion resumed on this item to include the additional contributions to the ADP, and current accounting practices, creating 1 item in the budget and using that for all contributions in a year and committing ACDA to that.
- Ms. Michael asked to amend the motion to approve the proposed expenses as submitted with the understanding the income source will be a dedicated line in the budget for all contributions made in the community not just the ones made with Saturday/Sunday Market proceeds; Mr. Sinz seconded. The amendment was approved unanimously. The original motion, as amended, was approved unanimously.

C. SOA Bulk Permit Contract –

- Mr. Onstott explained this request for approval on the SOA monthly permit contract.
- A discussion was held on this request to include: terms of the contract, price for parking card, letter sent to the state, the upcoming parking study, and eliminating discount.
- Mr. Carlson moved to approve the contract negotiations; Ms. Hayenga seconded.
- The discussion resumed to include: the state response to the changes, which other contracts will be expiring and need to increase.
- Mr. Sinz asked to amend the motion to say any modifications from the letter dated May 21, 2007 is subject to further Board approval; Mr. Carlson accepted the friendly amendment. The motion with the friendly amendment was approved unanimously.

**Committee Reports**

Executive Director –

- Nothing further to report.

Finance Committee –

- Currently the committee is working on the debt capacity study and will be able to present it at next months meeting.

Operations Committee –

- The July Operations committee has been moved to July 24.

Development Committee –

- Hollywood Vista is getting ready for the gravel extraction and this is proceeding very well.
- A RFP for a downtown parking study is out and responses need to be in by June 4.
- The committee has recommended proceeding with hiring Jack White Commercial as our leasing agent.
- Currently we have 2 organizations requesting to lease space in the 6<sup>th</sup> Ave facility and we are working on trying to accommodate both.

Executive Committee –

- Ms. Sedwick informed the Board her associate broker's license with the Jack White Company which allows her to make referrals for them; she had no involvement in the process of hiring a leasing agent and wanted it noted in case someone thinks it may be a conflict.
- Ms. Sedwick requested Mr. Onstott create a cheat sheet for the Board so everyone will be able to address questions on the raising parking rates.

The meeting was adjourned at 6:00 p.m.

Respectfully submitted by:

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Jan Sieberts, Finance Committee Chair