

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

Meeting date of Tuesday, April 11, 2023 at 3:00 pm

Meeting was held at City Hall Council Chambers, 208 N. First Ave. with the option for members of the public to join virtually.

Present: Jen Calery, Cristi Johnson, Mike Mahler, Rachel Smolinski, Matt Wojda

Absent: Todd Britton, Corey Canute, Nicholas Lusardi, Quintin Meek

Staff Present: Anne Gentry

AGENDA ITEMS

1. Call to Order: The meeting was called to order at 3:00 pm by Vice Chairman Meek.

2. Citizens Appearing before the Authority:

- Mike Mahler introduced Lenny Avery to the DDA Board. Avery recently started his position at Target Alpena as Economic Development Coordinator, where he will be working on grant writing and housing development support.

3. Late Additions to the Agenda: None.

4. Review and Adoption of Minutes of Previous Meetings (March 2023) It was moved by Wojda and supported by Smolinski to approve the minutes from the March 2023 Board Meeting as presented. All ayes. Motion carries.

5. Hearings: None.

6. Executive Director's Report: Gentry gave an update on boundary expansion discussions with the County's Economic Development ad-hoc committee, the Flower Festival, flower fundraising, plans for the alleyway this summer, and Fresh Waves 2023. Gentry shared that their Match on Main application submitted for Rusty Petunias Marketplace was approved for \$25,000. She also submitted a \$450,000 request through the Façade Restoration Initiative through the Michigan Economic Development Corporation.

- Marketing & Outreach Coordinator Position: Gentry shared that Kady Gehrke's last day at the DDA was April 7. Gentry shared her thoughts on how to restructure the position by contracting some of the specific work out. She will publicize a call for a contract designer with applications closing May 1.

7. Correspondence: None to report.

8. Review and Acceptance of Monthly Financial Reports (March 2023): It was moved by Smolinski and supported by Calery to approve the financials for March 2023 as presented. All ayes. Motion carries.

9. Committee Reports:

- a. Budget/ Finance: Gentry reviewed the updated budget draft included in the Board Materials. The budget was updated now that we received our tax settlement to \$146,000.
- b. Education & Promotion: Johnson gave an update on the Spark! Places of Innovation exhibit and Maker Fair being organized by the Alpena County George N. Fletcher Public Library, Merchant Meet-Ups in April, the Flower Festival, and the Downtown Ambassador program.
- c. Design & Beautification: Gentry gave an update on flower planters, the alleyway, and the Façade Restoration Initiative application.
- d. Economic Development: Did not meet.
- e. Parking: Did not meet.
- f. Boundary Expansion: Did not meet.
- g. Personnel Committee: Did not meet.

10. Report from the City of Alpena: No report was given.

11. Unfinished Business: None.

12. New Business: None.

13. Adjournment: It was moved by Wojda and supported by Calery to adjourn the meeting. The meeting adjourned at 3:24 pm.

Minutes prepared and submitted by Anne Gentry.