

**CITY OF ALPENA, DOWNTOWN DEVELOPMENT AUTHORITY  
MINUTES OF A REGULAR MEETING OF THE AUTHORITY BOARD  
APPROVED 1/3/2023**

Meeting date of Tuesday, December 6, 2022 @ 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: Todd Britton, Cristi Johnson, Nicholas Lusardi, Mike Mahler, Rachel Smolinski, Matt Wojda

Absent: Jennifer Calery, Corey Canute, Quintin Meek

Staff Present: Anne Gentry

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**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 Meetings (October 18, 2022):** It was moved by Wojda and supported by Britton to approve the minutes from the October 18, 2022 Board Meeting as presented. All ayes. Motion carries. No meeting was held in November 2022 due to a lack of quorum.
- 5. Hearings:** None.
- 6. Executive Director's Report:** Gentry gave an update on the public hearing held on December 5 at the City Council Meeting on the boundary expansion and Amended & Restated Downtown Development & Tax Increment Financing (TIF) Plan. There was a good amount of public comment in support of the expansion but still some questions that will need to be clarified with Council on acquisition of property and residential properties included. The earliest the amended ordinance could be adopted is February 2023. Gentry also gave an update on plans for the alleyway project next year, holiday events, and that Downtown Dollars will now also be sold at Parallel 45 Books & Gifts and available in \$20 and \$25 denominations.
- 7. Correspondence:** None to report.
- 8. Review and Acceptance of Monthly Financial Reports (October 2022 & November 2022):** It was moved by Johnson and supported by Smolinski to approve the financials for September 2022 as presented. All ayes. Motion carries.
- 9. Committee Reports:**

- a. Budget/ Finance: Did not meet.
- b. Education & Promotion: Gentry gave an update on survey results so far and feedback from the committee about which events were successful in 2022. Gentry reviewed the draft schedule of events for 2023 and an overview of Fresh Waves 2023 with the Michigan Arts & Culture Council grant.
- c. Design & Beautification: Did not meet.
- d. Economic Development: Did not meet.
- e. Parking: Mahler gave an update on he and Gentry's trip to meet with the Petoskey DDA Director and Charlevoix Police to get their insight on their paid parking systems, equipment, and management. The committee will meet in January to discuss what was shared and their experience with different equipment providers.
- f. Boundary Expansion: Mahler gave an update on the public hearing held December 5. The committee will meet to plan the next 60 days, when Alpena County and Alpena Community College could opt out and additional information to provide to City Council.

**10. Report from the City of Alpena:** Smolinski presented the results from the survey sent out to the public regarding Culligan Plaza which was shared at City Council's meeting last night. Over 1700 people filled out the survey. First Federal Legacy Foundation has used some of its funds to hire Drost Landscaping out of Petoskey to prepare some different design ideas incorporating the key takeaways from the survey. They hope to have a new design presented to the public in January 2023.

**11. Unfinished Business:** None.

**12. New Business:**

- CIP Forms 2023-2029. Gentry reviewed the Capital Improvement Project forms submitted. The update to the Downtown Development & Tax Increment Financing Plan was removed, as it should be completed this year. New entries include an entry for Streetscaping. The other projects have been updated and reprioritized/

**13. Adjournment:** It was moved by Wojda and supported by Smolinski to adjourn the meeting. All ayes. The meeting adjourned at 3:37 pm.

*Minutes prepared and submitted by Anne Gentry.*