

**CITY OF ALPENA, DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES OF A REGULAR MEETING OF THE AUTHORITY BOARD
APPROVED 1/7/2025**

Meeting date of December 3, 2024 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: Todd Britton, Corey Canute, Loren Jackson, Cristi Johnson, Mike Mahler, Rachel Smolinski, Matt Wojda, Ben Young

Absent: Jen Calery, Quintin Meek, Brian Peterson, Melissa Tolan-Halleck, Cassandra VanHorn

Staff Present: Anne Gentry

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. Approval of the Agenda: It was moved by Johnson and supported by Wojda to approve the agenda as presented. All ayes. Motion carries.

4. Review and Adoption of Minutes of Previous Meetings (October 2024): It was moved by Britton and supported by Smolinski to approve the minutes from the October 2024 Board Meeting as presented. All ayes. Motion carries. There was no November 2024 DDA Board Meeting.

5. Hearings: None.

6. Executive Director's Report: Gentry shared recent downtown news: Bay Athletic Club is moving downtown the Huntington Bank Building, and Soaps & Such is relocating to Cedar & Threads' previous location. Fall events were successful; Witches Nights Out continues to grow, and Day of the Dead resulted in more sales than Flower Festival. Gentry is planning the Holiday Open House and Downtown Dollars promotion for November 9th, as well as New Year's Eve downtown being hosted by the DDA, HPC Credit Union, and the City. Gentry also gave an update on upcoming grant deadlines, holiday decorations downtown, and reaching out to residents about applying to the DDA Board.

- Informational Meetings: Gentry shared the two required end-of-year informational meetings have been scheduled for Thursday, December 12 at 5:30 pm and Tuesday, December 17 at 3:00 pm. Both are at City Hall Council Chambers.
- Capital Improvement (CIP) Entries: Gentry reviewed the CIP Entries prepared identifying projects and priorities for the next five years, including added ones to align with the DDA Strategic Plan. It was moved by Smolinski and supported by Canute to recommend the entries for submission to the City of Alpena. All ayes. Motion carries.

7. Correspondences: None to share.

8. Review and Acceptance on Monthly Financial Reports (October & November 2024): It was moved by Smolinski and supported by Wojda to receive and file both months' Financial Reports. All ayes. Motion carries.

9. Committee Reports:

- a. Budget/ Finance: Did not meet.
- b. Education & Promotion: Did not meet.
- c. Design & Beautification: Jackson reported that the committee met and reviewed the Capital Improvement Plan (CIP) entries, including priorities for next year.
- d. Economic Development: Did not meet.

10. Report from the City of Alpena: Smolinski gave an update on the following:

- There has been much discussion at City Council meetings regarding the updated zoning ordinance and proposed rezoning of the Decorative Panels International (DPI) site to Waterfront District. The decision has been postponed until the December 16th Council Meeting.
- There will be a presentation at the January 6th City Council meeting regarding the PFAs contamination on the DPI Site.
- The City received a \$160,000 grant from the Department of Natural Resources to inventory and plant trees throughout the City, including downtown.
- The City received its ADA assessment results which was completed by Amy Stevens and the Disability Network. Some items should be incorporated into this year's budget.
- An Executive Director, Bailey Barr, has been hired by the Materials Management Board to oversee the new recycling facility.

11. Unfinished Business:

- Public Wi-fi Downtown: Johnson gave an update. She discussed it with Steve Schultz, City Engineer. Schultz has been in contact with a company that will be running fiber throughout the downtown, which would include public wi-fi. This should be within a few years. For now, there is nothing the DDA needs to do to move this along.

12. New Business: None.

13. Adjournment: It was moved by Wojda and supported by Jackson to adjourn the meeting. The meeting adjourned at 3:36 pm.

Minutes prepared and submitted by Anne Gentry.