

**CITY OF ALPENA, DOWNTOWN DEVELOPMENT AUTHORITY  
MINUTES OF A REGULAR MEETING OF THE AUTHORITY BOARD  
APPROVED 2/7/2023**

Meeting date of Tuesday, January 3, 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: Todd Britton, Corey Canute, Cristi Johnson, Mike Mahler, Quintin Meek, Rachel Smolinski, Matt Wojda

Absent: Jennifer Calery, Nicholas Lusardi

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 (December 6, 2022):** It was moved by Johnson and supported by Smolinski to approve the minutes from the December 6, 2022 Board Meeting as presented. All ayes. Motion carries.

**5. Hearings:** None.

**6. Executive Director's Report:** Gentry gave an update on the boundary expansion process and the presentation to the County Commissioners on December 21. The opt out period ends February 3, 2023. She also gave an update on end-of-year reporting, holiday events, the Alpena Ice Festival coming up in February, and upcoming grant opportunities through the Michigan Economic Development Corporation.

- It was moved by Smolinski and supported by Canute to approve the submission of a 2023 Community Impact Grant on behalf of the Alpena Downtown Development Authority to go towards the alleyway project. All ayes. Motion carries.

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

**8. Review and Acceptance of Monthly Financial Reports (December 2022):** It was moved by Wojda and supported by Meek to approve the financials for December 2022 as presented. All ayes. Motion carries.

**9. Committee Reports:**

- a. Budget/ Finance: Did not meet.
- b. Education & Promotion: Gentry gave an update on the committee's year-end gathering and discussions on the Cocoa Crawl happening on January 28 from 11 am- 4 pm and two Merchant Meet-Ups being organized for January.
- c. Design & Beautification: Did not meet.
- d. Economic Development: Did not meet.
- e. Parking: Did not meet.
- f. Boundary Expansion: Mahler gave an update on the presentation given to the County Commissioners in December. They took no action but will add it to their January agenda once the new commissioners are sworn in. The DDA Board discussed the process to remove parcels from the proposal and steps to adopt the expansion and new Downtown Development and Tax Increment Financing Plan. Discussion on removing any parcels will be added to the February 2023 DDA Board Agenda.

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

- Police Chief Joel Jett will be honored at tonight's Council meeting for his 32 years of service before retiring, and Chief Hamp will officially be pinned. There will be an open house at Council Chambers this Thursday for those who would like to attend.
- The City is working on reviewing their zoning ordinance. There will be issues that will need to be addressed in light of the boundary expansion.
- City Council is considering a change in regulations for curbside delivery/ pick-up of marijuana.
- Discussions continue on the Center Alley and closing it to car traffic permanently. The plan is to present to City Council in the next few months.
- The Culligan Plaza committee will be reviewing a new design and presenting to Council in the next few months.

**11. Unfinished Business:** None.

**12. New Business:** None.

**13. Adjournment:** It was moved by Britton and supported by Wojda to adjourn the meeting. All ayes. The meeting adjourned at 3:44 pm.

*Minutes prepared and submitted by Anne Gentry.*