

**CITY OF ALPENA, DOWNTOWN DEVELOPMENT AUTHORITY  
MINUTES OF A REGULAR MEETING OF THE AUTHORITY BOARD  
APPROVED 2/1/2022**

Meeting date of January 4, 2022 @ 3:00 pm

Meeting was held at City Hall Council Chambers, 208 N. First Ave. Members of the public were invited to join virtually.

Present: Griffin James, Cristi Johnson, Mike Mahler, Rachel Smolinski, Matt Wojda

Absent: Todd Britton, Jennifer Calery, Corey Canute, Joanna Cooper

Staff Present: Anne Gentry

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**AGENDA ITEMS**

- 1. Call to Order:** The meeting was called to order at 3:01 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 Meeting (December 2021):** It was moved by Smolinski and supported by Wojda to approve the minutes from the December 2021 Meeting of the Board. All ayes. Motion passes. Gentry gave an update on the 2021 Informational Meetings held in December and the notes from each meeting.
- 5. Hearings:** None.
- 6. Executive Director's Report:** Gentry provided an oral and written report on activities from the past month, including two Match on Main grant awards for Fresh Palate and Hopside Brewery, an update on the student position through Government for Tomorrow, her enrollment in the Leadership Learning Lab, and end of year reporting completed.
  - MEDC Technical Assistance Grant: Gentry shared the Technical Assistance request through the MEDC's Redevelopment Ready program was approved. The MEDC will be funding 75% of the costs to review the DDA boundaries and update the DDA's Downtown Development and TIF Plan.
- 7. Correspondence:** None to report
- 8. Review and Acceptance of Monthly Financial Reports (December 2021) and BA Fund 246 & Fund 248:** It was moved by James and supported by Johnson to approve the Financial Reports for December 2021 and budget amendment. All ayes. Motion passes.

## 9. Committee Reports

- a. Budget/ Finance: Did not meet.
- b. Education & Promotion: Did not meet.
- c. Design & Beautification: Did not meet.
- d. Economic Development: Did not meet.
- e. Parking: Mahler gave an update that the committee met in advance of their meeting with Tom Neff from Traffic & Safety, who will be presenting later in January about paid parking equipment and systems. Cindy Johnson, Mayor Pro Tem and Council member, will be joining the committee.
- f. Boundary Expansion: Did not meet.

**10. Report from the City of Alpena:** Smolinski gave an update on the Alpena Ice Fest on February 12, 2022 and the City's involvement in the planning process.

**11. Unfinished Business:** None.

## 12. New Business:

- DDA Bylaws Addition: Student Position: Wojda gave an update on a new Section 4 in the DDA Bylaws to accommodate a non-voting student position. There were a few edits to the new language suggested by Board Members. The edited new section will be added to the February Board Meeting for a vote if 2/3 of membership is present.
- 2022 Meeting Dates: It was moved by Smolinski and supported by Wojda to approve the 2022 Meeting Dates as presented (the first Tuesday of the month at 3:00 pm). All ayes. Motion passes.

**13. Adjournment:** There being no other business, it was moved by Wojda and supported by James to adjourn the meeting. The meeting adjourned at 3:39 pm.

*Minutes prepared and submitted by Anne Gentry.*