

**CITY OF ALPENA, DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES OF A REGULAR MEETING OF THE AUTHORITY BOARD
APPROVED 11/7/2023**

Meeting date of Tuesday, October 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, Jen Calery, Corey Canute, Cristi Johnson, Mike Mahler, Quintin Meek, Rachel Smolinski

Absent: Matt Wojda

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. Late Additions to the Agenda:** None.
- 4. Review and Adoption of Minutes of Previous Meetings (September 2023):** It was moved by Smolinski and supported by Johnson to approve the minutes from the September 2023 Board Meeting as presented. All ayes. Motion carries.
- 5. Hearings:** None.
- 6. Executive Director's Report:** Gentry gave an update on the murals completed for Fresh Waves 2023, the Chili Chowder Cook off coming up on October 7 and Shades of Fall activities, Witches Night Out on October 20, and the boundary expansion. Gentry also reported on two grants received from the Community Foundation for flower planters and the Flower Festival next year, as well as \$14,000 FY24 grant through Michigan Arts & Culture Council received for next year's Fresh Waves.
- 7. Correspondence:** None to report.
- 8. Review and Acceptance of Monthly Financial Reports (September 2023):** It was moved by Britton and supported by Calery to approve the financials for September 2023 as presented. All ayes. Motion carries.
- 9. Committee Reports:**
 - a. Budget/ Finance: Did not meet.
 - b. Education & Promotion: Johnson gave an update on the first round of logo design with Maria Kinney our graphic designer, upcoming fall events, the Holiday Open House on

Saturday November 11, and a Downtown Dollars promotion that will kick off during the Open House and run until \$1,000 of Downtown Dollars are given away.

- c. Design & Beautification: Britton gave an update on the Michigan Economic Development Corporation Façade Grant and the plan for the alleyway this winter.
- d. Economic Development: Did not meet.
- e. Parking: Did not meet.
- f. Boundary Expansion: Mahler shared updates on the boundary expansion. The County approved a 30-year commitment that uses American Rescue Plan Act funds in the first two years (\$129,166 each) then \$4,166 each year for the duration of the 30 year plan. City Council has two readings of the ordinance in October.

10. Report from the City of Alpena: Smolinski shared that the City successfully received a \$991,995 grant through the Public Gathering Spaces Initiative through the MEDC. They are beginning the environmental work this fall, finalizing the design over the winter, and will bid it out in early 2024. The plan is to have it completed by Memorial Day 2024.

11. Unfinished Business:

- DDA Boundary Expansion- Removal of Parcels (610 River St and 405 River St). The Board discussed the removal of two parcels from the proposed boundary expansion. It was moved by Britton and supported by Canute to recommend the removal of the parcels located at 610 River St and 405 River St from the DDA boundary expansion proposal, pending the feedback from the two property owners. Roll call vote was taken:
 - Britton- aye
 - Calery- nay
 - Canute- aye
 - Johnson- aye
 - Mahler- nay
 - Meek- nay
 - Smolinski- nayMotion failed.

12. New Business:

- Board Member Interviews: The Board interviewed Anna Bass, Melissa Burns, and Logan Kemp about their interest serving on the DDA Board and experiences they will bring to the Board. There is one more interview next month.

13. Adjournment: It was moved by Smolinski and supported by Meek to adjourn the meeting. The meeting adjourned at 4:20 pm.

Minutes prepared and submitted by Anne Gentry.