

**CITY OF ALPENA, DOWNTOWN DEVELOPMENT AUTHORITY  
MINUTES OF A REGULAR MEETING OF THE AUTHORITY BOARD  
APPROVED 10/3/2023**

Meeting date of Tuesday, September 5, 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, Rachel Smolinski, Matt Wojda

Absent: 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 (June 2023 & August 2023):** It was moved by Calery and supported by Johnson to approve the minutes from the June 2023 and August 2023 Board Meetings as presented. All ayes. Motion carries.
- 5. Hearings:** None.
- 6. Executive Director's Report:** Gentry gave an update on the boundary expansion and conversations with the County Commissioners, Fresh Waves murals being completed this summer, the Your Downtown, Your History meeting held in August, and upcoming fall events.
- 7. Correspondence:** None to report.
- 8. Review and Acceptance of Monthly Financial Reports (June, July & August 2023):** It was moved by Britton and supported by Wojda to approve the financials for June 2023, July 2023, and August 2023 as presented. All ayes. Motion carries.
- 9. Committee Reports:**
  - a. Budget/ Finance: Did not meet.
  - b. Education & Promotion: Johnson gave an update on Fresh Waves, upcoming fall events, and ideas for holiday promotions.
  - c. Design & Beautification: Britton gave an update on the handicap spaces behind the Pocket Park that the DDA owns and the Façade Restoration Initiative grant from the Michigan Economic Development Corporation.
  - d. Economic Development: Did not meet.

- e. Parking: Did not meet.
- f. Boundary Expansion: Did not meet.

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

- The City has posted their Request for Proposals for an ADA Assessment, which will include downtown.
- There were interviews with internal candidates for the Department of Public Works Division Head. An announcement will be made next month on Sean's replacement.

**11. Unfinished Business:** None.

**12. New Business:**

- Board Member Interviews: The Board interviewed Melissa Halleck, Brian Peterson, Loren Jackson, and Zach Irving about their interest serving on the DDA Board and experiences they will bring to the Board. There are more interviews next month.

**13. Adjournment:** It was moved by Wojda and supported by Smolinski to adjourn the meeting. The meeting adjourned at 4:00 pm.

*Minutes prepared and submitted by Anne Gentry.*