

**CITY OF ALPENA, DOWNTOWN DEVELOPMENT AUTHORITY  
MINUTES OF A REGULAR MEETING OF THE AUTHORITY BOARD  
APPROVED 10/1/2024**

Meeting date of September 10, 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, Mike Mahler, Brian Peterson, Rachel Smolinski, Melissa Tolan-Halleck, Cassandra VanHorn, Ben Young

Absent: Jen Calery, Cristi Johnson, Quintin Meek, Matt Wojda

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. Approval of the Agenda:** It was moved by Smolinski and supported by Young to approve the agenda as presented. All ayes. Motion carries.
- 4. Review and Adoption of Minutes of Previous Meetings (August 2024):** It was moved by Young and supported by Smolinski to approve the minutes from the August 2024 Board Meeting as presented. All ayes. Motion carries.
- 5. Hearings:** None.
- 6. Executive Director's Report:** Gentry gave an update on four murals completed through Fresh Waves and one more being painted next week. Gentry also reported on the Michigan Urban & Community Forestry Grant Program submission by the City, the Sunrise Side Co-op's presence downtown, upcoming fall events, the vacancies at the Center Building, and priorities for the next month.
- 7. Correspondences:** None to share.
- 8. Review and Acceptance on Monthly Financial Reports (August 2024):** It was moved by Britton and supported by Jackson to accept the monthly financial reports from August 2024. All ayes. Motion carries.
- 9. Committee Reports:**
  - a. Budget/ Finance: Did not meet.
  - b. Education & Promotion: Gentry gave an update on the murals being completed this summer, fall events including Witches Night Out and Day of the Dead, analysis of existing vents, and ideas for business networking events.
  - c. Design & Beautification: Did not meet.
  - d. Economic Development: Mahler gave an update. The committee discussed developing two recruitment grant programs offered through the DDA. The committee will be building out the programs this month and bring back to the DDA Board next month.
- 10. Report from the City of Alpena:** Smolinski gave an update on the following:

- The new docks are going in at the marina.
- Bay View restrooms are going out to bid.
- The north side of Second Ave.'s reconstruction has been completed, and everyone is pleased with how it turned out.
- Construction on Culligan Plaza has been delayed to the spring, due to the grant requirements the City is working through.
- City Council signed off on the tasting room permit for Mammoth Distilling.

**11. Unfinished Business:**

- Strategic Plan Priorities: Mahler shared that every committee report each month should touch on progress on the goals from the strategic plan.

**12. New Business:**

- Board Reappointments (4 year term)- Cristi Johnson & Mike Mahler. It was moved by Smolinski and supported by Britton to recommend to City Council the reappointment of Cristi Johnson and Mike Mahler to the DDA Board for four-year terms. All ayes. Motion carries.

**13. Adjournment:** It was moved by Smolinski and supported by Young to adjourn the meeting. The meeting adjourned at 3:21 pm.

*Minutes prepared and submitted by Anne Gentry.*