
DOWNTOWN DEVELOPMENT AUTHORITY

City Ordinance established the Downtown Development Authority (DDA) in April of 1980 with the mission to revitalize Downtown Alpena and implement positive physical, economic, and aesthetic changes in the downtown district. Alpena's DDA operates in accordance with state law (Public Act 197 of 1975, now Public Act 57 of 2018). The DDA recommends and oversees downtown tax increment financing and the levy of an ad valorem tax (2 mill maximum) on all taxable property within the DDA district. The revenue from this ad valorem tax contributes to the operations of the authority, and funding that comes from Tax Increment Financing (TIF) is invested into major projects and improvements in the downtown district led by the DDA.

The DDA allocates TIF funds following the improvements and projects as identified and outlined in the 2004 Downtown Development and Tax Increment Financing (TIF) Plan (approved by the City of Alpena) and the 2017 Downtown Market Analysis and Strategic Plan. The DDA has further identified priority projects and improvements through its Capital Improvement Projects for the next five years, which have been approved by the DDA Board of Directors, City Council, and Planning Commission.

The primary projects that are budgeted for FY 2021/2022 include:

- \$5,000 for Façade Grants
- \$6,000 for Downtown Bike Rack Replacement
- \$8,000 for Fresh Waves, the DDA's annual public mural project

Additionally, the DDA has budgeted to continue marketing the downtown district, hosting promotional events, leading economic development activities, and investing in beautification initiatives such as hanging flower baskets, holiday decorations, and downtown maintenance.

The DDA currently has three full time employees: Executive Director, Marketing & Outreach Coordinator and a Parking Attendant and two-three seasonal employees that pick-up trash and cigarette butts throughout the downtown district.

Capital Outlay and Major Projects

| | | |
|---------------------------|-----------------|------------------|
| Façade Grants | 216-269-976.000 | \$ 5,000 |
| Capital Land Improvements | 216-269-978.001 | 14,000 |
| TOTAL DDA | | \$ 19,000 |

| DEPARTMENTS | DESCRIPTION | 19-20 ACTUAL | 20-21 EST. CURRENT | 21-22 BUDGET | 22-23 PROJECTED |
|-------------|-------------|-----------------|-----------------------|-----------------|--------------------|
|-------------|-------------|-----------------|-----------------------|-----------------|--------------------|

DDA FUND NO. 2

REVENUES

| | | | | | |
|-----------------------|-----------------------|----------------|----------------|----------------|----------------|
| 216-000-402.001 | TAX INCREMENTS | 121,030 | 143,628 | 146,501 | 149,431 |
| 216-000-573.000 | LOCAL COMM STAB SHARE | 9,333 | 4,627 | 5,000 | 5,000 |
| 216-000-665.000 | INVESTMENT INCOME | 3,520 | 4,438 | 4,400 | 4,600 |
| 216-000-673.000 | SALE OF ASSETS | 4,306 | 0 | 0 | 0 |
| 216-000-677.000 | MISCELLANEOUS | 5,326 | 3,520 | 6,000 | 6,500 |
| TOTAL REVENUES | | 143,515 | 156,213 | 161,901 | 165,531 |

EXPENDITURES

| | | | | | |
|---------------------------|------------------------------|----------------|----------------|----------------|----------------|
| 216-269-701.000 | SALARIES & WAGES | 61,982 | 72,535 | 88,866 | 89,020 |
| 216-269-705.097 | HSA CONTRIBUTION | 1,271 | 1,271 | 1,271 | 1,271 |
| 216-269-705.100 | HEALTH INSURANCE | 2,458 | 2,405 | 2,646 | 2,911 |
| 216-269-705.300 | LIFE INSURANCE | 104 | 104 | 110 | 110 |
| 216-269-705.400 | FICA | 4,728 | 5,549 | 6,799 | 6,810 |
| 216-269-705.550 | RETIREMENT - DEF CONT | 2,181 | 2,471 | 2,500 | 2,500 |
| 216-269-705.900 | LONG TERM DISABILITY | 187 | 187 | 187 | 187 |
| 216-269-726.000 | SUPPLIES | 2,085 | 2,200 | 2,000 | 2,000 |
| 216-269-730.000 | DURABLE GOODS | 3,300 | 7,136 | 0 | 0 |
| 216-269-731.000 | DEFERRED COMP CITY CONTRIBUT | 1,006 | 1,172 | 1,200 | 1,200 |
| 216-269-803.001 | COMPUTER ADMIN SERVICES | 0 | 1,598 | 2,743 | 2,897 |
| 216-269-810.000 | PROF & CONTRACTUAL | 1,998 | 5,250 | 0 | 0 |
| 216-269-840.000 | GENERAL FUND SERVICES | 1,012 | 1,042 | 1,073 | 1,105 |
| 216-269-860.000 | CONTINUING EDUCATION | 1,519 | 850 | 1,200 | 1,200 |
| 216-269-880.000 | COMMUNITY PROMOTION | 21,359 | 17,000 | 7,500 | 7,500 |
| 216-269-880.200 | BEAUTIFICATION COMMITTEE | 8,590 | 9,100 | 7,000 | 7,100 |
| 216-269-881.000 | ECONOMIC PROMOTION | 11,500 | 6,275 | 1,500 | 1,500 |
| 216-269-931.000 | REPAIRS & MAINTENANCE | 1,935 | 2,700 | 4,000 | 4,000 |
| 216-269-931.303 | MAINT - DDA SNOW REMOVAL | 3,010 | 2,500 | 3,500 | 3,500 |
| 216-269-945.000 | FIBER OPTIC RENT | 225 | 225 | 232 | 239 |
| 216-269-956.000 | MISCELLANEOUS | 52 | 61 | 0 | 0 |
| 216-269-967.000 | FACADE GRANTS-DESIGN | 25,000 | 0 | 5,000 | 10,000 |
| 216-269-978.001 | CAP - LAND IMPROVEMENTS | 14,300 | 24,700 | 14,000 | 15,000 |
| 216-269-991.400 | LAND ACQUISITION - PRIN | 3,043 | 3,190 | 3,400 | 3,600 |
| 216-269-995.400 | LAND ACQUISITION - INT | 2,272 | 2,130 | 2,000 | 1,800 |
| TOTAL EXPENDITURES | | 175,117 | 171,651 | 158,727 | 165,450 |

| DEPARTMENTS | DESCRIPTION | 19-20 ACTUAL | 20-21 EST. CURRENT | 21-22 BUDGET | 22-23 PROJECTED |
|--|--------------------|-----------------|-----------------------|-----------------|--------------------|
| OTHER FINANCING USES | | | | | |
| 216-966-995.217 | TRANSFER TO DDA #5 | 0 | 6,807 | 355 | 715 |
| TOTAL OTHER FINANCING USES | | 0 | 6,807 | 355 | 715 |
| TOTAL EXPENDITURES AND OTHER FINANCING USES | | 175,117 | 178,458 | 159,082 | 166,165 |

| PROJECTED FUND BALANCE | | | |
|---|-----------|--|-------------------|
| Budgeted Net Revenues (Expenditures) | 6/30/2022 | | \$ 2,819 |
| Current Est. Operating Surplus (Deficit) | 6/30/2021 | | \$ (22,245) |
| Fund Balance From Prior Year | 6/30/2020 | | \$ 284,219 |
| <u>FUND BALANCE</u> | | | |
| <u>ASSIGNED</u> | | | |
| ECONOMIC DEVELOPMENT | | | \$ 55,000 |
| <u>UNASSIGNED</u> | | | |
| PROJECTED FUND BALANCE AT FISCAL YEAR END 2021-22 | | | \$ 209,793 |
| TOTAL FUND BALANCE | | | \$ 264,794 |

| DEPARTMENTS | DESCRIPTION | 19-20 ACTUAL | 20-21 EST. CURRENT | 21-22 BUDGET | 22-23 PROJECTED |
|-------------|-------------|-----------------|-----------------------|-----------------|--------------------|
|-------------|-------------|-----------------|-----------------------|-----------------|--------------------|

DDA FUND NO. 5

REVENUES

| | | | | | |
|-----------------|---------------------------|--------|--------|--------|--------|
| 217-000-402.000 | CURRENT PROPERTY TAXES | 19,790 | 19,053 | 20,000 | 20,000 |
| 217-000-410.000 | CURRENT PERSONAL PROP TAX | 1,655 | 1,990 | 2,000 | 2,000 |
| 217-000-412.000 | DELINQUENT TAXES | 14 | 0 | 0 | 0 |
| 217-000-656.000 | PARKING | 5,880 | 6,000 | 6,000 | 6,000 |
| 217-000-665.000 | INVESTMENT INCOME | 244 | 250 | 255 | 260 |
| 217-000-676.000 | INSURANCE REIMBURSEMENTS | 722 | 593 | 600 | 600 |
| 217-000-677.001 | PARKING LOT RENTAL | 3,226 | 1,500 | 2,000 | 2,000 |
| 217-000-677.002 | BIKE RACK RENTAL | 1,155 | 1,200 | 1,200 | 1,200 |
| 217-931-699.216 | TRANSFR FROM DDA #2 | 0 | 6,807 | 355 | 715 |

| | | | | | |
|-----------------------|--|---------------|---------------|---------------|---------------|
| TOTAL REVENUES | | 32,686 | 37,393 | 32,410 | 32,775 |
|-----------------------|--|---------------|---------------|---------------|---------------|

EXPENDITURES

| | | | | | |
|-----------------|---------------------------|--------|--------|--------|--------|
| 217-269-701.000 | SALARIES & WAGES | 29,777 | 27,417 | 18,420 | 18,420 |
| 217-269-705.097 | HSA CONTRIBUTION | 224 | 224 | 224 | 224 |
| 217-269-705.100 | HEALTH INSURANCE | 434 | 424 | 467 | 514 |
| 217-269-705.300 | LIFE INSURANCE | 18 | 18 | 18 | 18 |
| 217-269-705.400 | FICA | 2,276 | 2,097 | 1,410 | 1,410 |
| 217-269-705.550 | RETIREMENT - DEF CONT | 385 | 436 | 445 | 454 |
| 217-269-705.900 | LONG TERM DISABILITY | 33 | 33 | 33 | 33 |
| 217-269-731.000 | DEFERRED COMP CITY CONTRI | 178 | 207 | 211 | 215 |
| 217-269-811.000 | PROF & CONTRACTUAL | 2,044 | 1,600 | 1,700 | 1,800 |
| 217-269-840.000 | GENERAL FUND SERVICES | 3,283 | 3,381 | 3,482 | 3,587 |
| 217-269-860.002 | DUES & SUBSCRIPTIONS | 883 | 900 | 900 | 900 |
| 217-269-910.000 | INSURANCE & BONDS | 2,788 | 2,061 | 2,500 | 2,600 |
| 217-269-920.000 | UTILITIES | 2,524 | 2,600 | 2,600 | 2,600 |
| 217-269-931.000 | REPAIRS & MAINTENANCE | 1,703 | 850 | 0 | 0 |

| | | | | | |
|---------------------------|--|---------------|---------------|---------------|---------------|
| TOTAL EXPENDITURES | | 46,550 | 42,248 | 32,410 | 32,775 |
|---------------------------|--|---------------|---------------|---------------|---------------|

PROJECTED FUND BALANCE

| | | | |
|---|------------------|-----------|----------------|
| Budgeted Net Revenues (Expenditures) | 6/30/2022 | \$ | 0 |
| Current Est. Operating Surplus (Deficit) | 6/30/2021 | \$ | (4,855) |
| Fund Balance From Prior Year | 6/30/2020 | \$ | 4,855 |
| PROJECTED UNASSIGNED FUND BALANCE | | | |
| AT END OF BUDGET YEAR 2021-22 | | \$ | 0 |