

**CITY OF ALPENA, DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES OF A REGULAR MEETING OF THE AUTHORITY BOARD
APPROVED 9/14/2021**

Meeting date of August 10, 2021 @ 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: Todd Britton, Jennifer Calery, Corey Canute, Joanna Cooper, Cristi Johnson, Mike Mahler, Rachel Smolinski, Matt Wojda

Absent: Griffin James

Staff Present: Anne Gentry, Kingsli Kraft City Staff Present: Shannon Smolinski

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 Meeting (July 2021):** It was moved by Wojda and supported by Johnson to approve the minutes from the July 2021 Meeting of the Board. All ayes. Motion passes.
- 5. Hearings:** None.
- 6. Executive Director's Report:** Gentry provided an oral and written update on the Social District, the Fresh Waves Documentary Viewing Party scheduled for August 12, and this year's Sidewalk Sales and the success of the Fishing for Downtown Dollars promotion. She also shared that Kingsli Kraft has accepted another position and will be leaving her role in mid-September.
 - Committee Membership: Gentry distributed a list of committee membership for the DDA (Design & Beautification, Promotions & Marketing, Economic Development, and Parking). It was moved by Wojda and supported by Smolinski to approve committee membership and Chairs as presented. All ayes. Motion passes.
- 7. Correspondence:** None to report.
- 8. Review and Acceptance of Monthly Financial Reports (July 2021):** It was moved by Britton and supported by Woida to approve the Financial Reports for July 2021. All ayes. Motion passes.

- Fund 246 Budget Amendment: It was moved by Britton and supported by Wojda to approve the budget amendment for Fund 246 for the Retail Recruitment Grant awarded to Glik's. All ayes. Motion passes.

9. Committee Reports

- a. Budget/ Finance: Did not meet.
- b. Education & Promotion: Kraft gave an update on Sidewalk Sales, Fresh Waves, and the Back-to-School Shopping event organized for August 21. The committee will be discussing the Chili Chowder Cook-off at its next meeting.
- c. Design & Beautification: Britton gave an update that the committee is researching possible Sidewalk Café ordinances for outdoor dining on sidewalks downtown.
- d. Economic Development: Did not meet.
- e. Parking: Mahler gave an update. The committee met to discuss several correspondences concerning handicap parking downtown.
- f. Boundary Expansion: Did not meet. Mahler shared that there is an upcoming call with the MEDC to discuss possible funding opportunities for updating the DDA's TIF plan.

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

- Another round of interviews was completed for the Planning & Development Director but with no success in hiring for the position. The position will be posted again.
- The City is still waiting for the delivery of new recycling bins.
- City staff is having its final strategic planning session tomorrow.

Shannon Smolinski (Harbormaster) also gave an update:

- On Monday, the Master Planning process kicked off for the marina with a public input and visioning session at the Yacht Club.
- She is working on incorporating the marina more with the downtown and spread the word how close the downtown district is to the marina.
- She would like feedback on "9 reasons for 9 miles" to encourage people to take the extra time to visit and stay in our marina.

11. Unfinished Business: None.

12. New Business:

- Chairperson Election: It was moved by Johnson and supported by Calery to appoint Mike Mahler as Chairperson of the DDA Board for another year. All ayes. Motion passes.
- Vice-Chairperson Election: It was moved by Smolinski and supported by Calery to appoint Matt Wojda as the Vice-Chairperson of the DDA Board for another year. All ayes. Motion passes.

13. Adjournment: There being no other business, Wojda moved and Johnson supported to adjourn the meeting. The meeting adjourned at 3:52 pm.

Minutes prepared and submitted by Anne Gentry.