

**CITY OF ALPENA, DOWNTOWN DEVELOPMENT AUTHORITY  
MINUTES OF A REGULAR MEETING OF THE AUTHORITY BOARD  
APPROVED 2/2/2021**

Meeting date of January 5, 2021 @ 3:00 pm

Meeting was held virtually through GoTo Meeting due to the Governor's Stay Home Stay Safe Order and through Executive Order No. 2020-154. Board members present either called in via phone or video. Members of the public were invited to join virtually as well.

Present: Todd Britton, Griffin James, Cristi Johnson, Mike Mahler, Rachel Smolinski, Matt Wojda

Absent: Jennifer Calery, Corey Canute, Joanna Cooper

Staff Present: Anne Gentry, Kingsli Kraft

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**AGENDA ITEMS**

- 1. Call to Order:** The meeting was called to order at 3:01 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 (December 1, 2020 & Informational Meetings):** It was moved by Britton and supported by Smolinski to approve the minutes from the December 2020 Meeting of the Board & the notes from the 2020 Informational Meetings held on December 14 & December 17. All ayes. Motion passes.
- 5. Hearings:** None.
- 6. Executive Director's Report:** Gentry provided an oral and written report on holiday activities and promotions, end of year reporting and informational meetings held, and the Annual Report for 2020. The Welcome to Downtown packet has been completed and will be distributed to both new and existing businesses downtown digitally.
- 7. Correspondence:** None to report.
- 8. Review and Acceptance of Monthly Financial Reports (December 2020):** It was moved by Britton and supported by Wojda to approve the Financial Reports December 2020 as presented. All ayes. Motion passes.
- 9. Committee Reports**
  - a. Budget/ Finance: Did not meet.
  - b. Education & Promotion: Did not meet.
  - c. Economic Development: Did not meet.

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

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

- City Hall will be closed to the public through January 18, 2021. They are playing it by ear on when they will re-open to the public.
- The City has entered an agreement with the Charter Township of Alpena to assist with fire-fighting services. They are also working on and water and sewer agreement.

**11. Unfinished Business:** None.

**12. New Business:**

- MEDC Business Relief Grants: Mahler gave an update on additional small business relief grants that will be available through the Michigan Economic Development Corporation (MEDC). Target Alpena will be administering the grants for our five-county region (\$1.9 million total), and a committee will be reviewing and scoring applications. The application will be open January 19, 2021 with funds distributed by the end of the month. Businesses fully closed can apply for up to \$20,000 and businesses partially closed \$15,000.
- Shawn Straley Board Seat: Mahler shared that Board Member Shawn Straley had passed away since our last DDA Board Meeting. Straley served on the Board for numerous years, and Board Members commented that her presence will be deeply missed.

**13. Adjournment:** There being no other business, Wojda moved and Birtton supported to adjourn the meeting. The meeting adjourned at 3:30 pm.

*Minutes recorded and prepared by Anne Gentry.*