

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

Meeting date of July 6, 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: Jennifer Calery, Corey Canute, Griffin James, Cristi Johnson, Mike Mahler, Matt Wojda

Absent: Todd Britton, Joanna Cooper, Rachel Smolinski (excused)

Staff Present: Anne Gentry, Kingsli Kraft    City Staff Present: Steve Schultz

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**AGENDA ITEMS**

- 1. Call to Order:** The meeting was called to order at 3:01 pm by Chairman Mahler. Mahler shared that Smolinski has an excused absence from this meeting.
- 2. Citizens Appearing before the Authority:** None.
- 3. Late Additions to the Agenda:** None.
- 4. Review and Adoption of Minutes of Previous Meeting (June 2021):** It was moved by Johnson and supported by James to approve the minutes from the June 2021 Meeting of the Board. All ayes. Motion passes.
- 5. Hearings:** None.
- 6. Executive Director's Report:** Gentry provided an oral and written update. Six structures have been installed for Fresh Waves, and all artists have signed artist agreements and will be painting July 15- 25. A Viewing Party for the Fresh Waves Documentary filmed in 2019 is being organized for Thursday, August 12 at 6 pm at Art in the Loft. Cups have been ordered for nine businesses who have indicated they will be applying for a Social District Permit. Signs have also been ordered by City staff to demarcate the boundaries. Once those are installed and businesses receive their permits, the District can officially open.
- 7. Correspondence:** None to report.
- 8. Review and Acceptance of Monthly Financial Reports (June 2021):** It was moved by Wojda and supported by Canute to approve the Financial Reports for June 2021. All ayes. Motion passes.
- 9. Committee Reports**
  - a. Budget/ Finance: Did not meet.

- b. Education & Promotion: Kraft gave an update on Fresh Waves 2021, Chalk It Up, and Sidewalk Sales (July 15-17), which has twenty-seven businesses participating. The committee also discussed organizing a Fashion Show in the future.
- c. Design & Beautification: James gave an update. The committee did not meet this month, but he gave an update on the Social District and a potential Sidewalk Café ordinance and application process.
- d. Economic Development: Mahler gave an update on the committee's activities:
  - Retail Recruitment Application- Glik's. The committee reviewed a grant request from Glik's for \$10,000 to contribute towards eligible relocation expenses, which they recommended approving. It was moved by Wojda and supported by James to award Glik's a grant award of \$10,000 under the Retail Recruitment Grant Program to reimburse for eligible expenses as included in the application. All ayes. Motion passes.
  - Retail Recruitment Program Packet Updates. The committee reviewed the Retail Recruitment Grant program packet and recommended clarifying the timeline and application process. A packet with recommended updates was sent to Board Members for review. It was moved by Wojda and supported by James to adopt the amendments as proposed to the Retail Recruitment Grant program. All ayes. Motion passes.
- e. Parking: Did not meet.
- f. Boundary Expansion: Did not meet. Gentry gave an update that the City of Alpena is in the process of being recertified as a Redevelopment Ready Community through the MEDC, which may open funding for our TIF plan update and boundary expansion. The committee will reconvene after the recertification is complete.

**10. Report from the City of Alpena:** Steve Schultz, City Engineer, gave an update:

- Interviews will be happening soon for the City Planning and Development Director position. The City will also be hiring a new Building and Rental Inspector. Police and Fire Departments are also hiring for various positions.
- Some automobile traffic has still been going through the alleyway, which was approved to be closed to cars on a trial basis. The organizers indicated they may take a more filtered approach and allow cars during the week. Schultz offered to send a press release if any clarification was needed.

**11. Unfinished Business:** None.

**12. New Business:** None.

**13. Adjournment:** There being no other business, Wojda moved and Canute supported to adjourn the meeting. The meeting adjourned at 3:43 pm.

*Minutes prepared and submitted by Anne Gentry.*