

**Approved
Downtown Development Authority
Regular Meeting Minutes
Wednesday, August 14, 2019
7:30 a.m. ~ Commerce One**

Chairperson Banaszak called the regular meeting of the Downtown Development Authority to order at 7:32 am. Members present were:

Jean Ann DeShano	Ashley Anderson	Don Carlyon
Mike Dore	Dan Dimitroff	Mike Bacigalupo
Terry Spencer	Trevor Keyes	Tim Banaszak

Absences: Joe Wespiser, Jenifer Acosta, Jeff Cederstrom

Also present: Terry Moulthane, City Representative
Sara Dimitroff, Economic Development Project Manager
Suzanne Maxwell, Executive Director
Matthew Kowalski, Administrative/Marketing Specialist

A quorum of DDA Board of Directors was present.

EXCUSED ABSENCES

Chairperson Banaszak reported that Wespiser, Cederstrom, and Acosta requested an excused absence. Motion by Bacigalupo, supported by DeShano to approve absence. Motion unanimously approved.

ORGANIZATION

Chairperson Banaszak presented Consent Agenda items 1 through 4 under Organization and requested approval. Motion by Carlyon, supported by DeShano to approve the consent agenda. Motion unanimously approved. DMB Minutes of May 2019 were presented for review.

PARKING UPDATE

Maxwell shared that the DDA has hired an additional “floater” parking ambassador to fill in when needed.

4TH AMENDMENT BROWNFIELD UPTOWN BAY CITY

Sara Dimitroff, Economic Development Project Manager with the City of Bay City shared changes to the 4th Amendment Brownfield Uptown Bay City plan: Clarifying provisions in the Third Amendment to increase the geographical scope of the project, revising the boundaries of the Property V to include additional parcel – former McKinley ROW that was vacated. Identifying additional eligible activities involved with the expanded scope. Amending the boundaries of Zone B for which the Michigan Business Tax credit are available, requested by the MEDC for Shaheen Development to fully utilize the MBT credits awarded in 2011. City and Developer anticipate conducting additional eligible activities totaling \$11,633,273 – including public and private infrastructure, site preparation, baseline environmental activities, due care activities, additional response activities, preparation and development of a Brownfield plan and

EGLE and MSF Act 281 Work Plans. Plan was approved by the Brownfield Board on July 16, 20-19 and by the City Commission August 5, 2019 and will be sent to the MSF board for approval, possible September or October. Motion by Bacigalupo, supported by Dore to approve. Motion unanimously approved.

WATER STREET TIF RENEWAL

Maxwell explained that the time has come for the Downtown Development Authority to renew the Water Street TIF. The new amendments are aimed to last over the next thirty years. Items reviewed were TIFs, boundaries, revenue capture, as well as justification for renewing the Water Street TIF such as improvements and looking toward the future of what the DDA has planned. Sara Dimitroff added that the timelines and budgets for each line item are broad estimates, leaving some flexibility moving forward. Motion by DeShano, supported by Anderson to approve. Motion unanimously approved.

LEGACY BUILDING SIDEWALK ENCROACHMENT PERMIT

The board was presented with blueprints of a sidewalk ramp to be built outside of the Legacy building. Banaszak explained that the DDA must approve the plans prior to Acosta submitting the permit application to the City. Motion by DeShano, supported by Bacigalupo to approve. Motion unanimously approved.

WENONAH PARK ENTRANCE – FUNDRAISING EFFORTS

Maxwell reported after presenting to foundations for grant funding, it was brought up that the plaza areas inside Wenonah Park are recommended to be updated prior to the entrance project. Maxwell shared that she would like to present the plaza area to the upcoming Leadership Bay County group to see if they would be interested in taking on the project to help revitalize the area. The area is old and dated, and DDA is looking to brighten up the area to make it more inviting, which could include many possibilities. Maxwell says this would be a positive addition to the plans moving forward with the completion of the entire park.

PA 57 SEMINAR

Maxwell reports that the Downtown Development Authority is now subject to new reporting requirements. April 1, DDA have to provide currently adopted TIF plans and post specific information to website. The DDA will be hosting an informational meeting at the Commerce One building, 901 Saginaw St., on August 28th AT 2:00PM to share what has been done, and what the DDAs plans are moving forward. Proper notices have been provided. Twice a year, the DDA is required to hold informational public meetings to provide transparency.

WATERFALL PARK FOUNTAIN UPDATE

Maxwell reports that the DDA insurance company will be covering the cost of repairs to Waterfall Park fountain. There is a cracked pipe with about \$10,000 in repairs. John Dekam is working with Dependable Sewer to repair, has had minor setbacks but still progressing. Hoping to get back up and running in the next few weeks.

MARKETING & BUSINESS ACTIVITY

Wine Walk will take place September 19, 5:00 - 9:30 pm featuring wine and appetizer samples from 16 participating bars/restaurants. Tickets are now available.

A Taste of Downtown Bay City is scheduled for Saturday, August 24 under the Nickless Family Community Pavilion in Wenonah Park. The event is designed to highlight Downtown Bay City restaurants and specialty food shops and will feature a cash bar and live entertainment.

Apps & Ales took place June 5, 5:00 - 9:30 pm with 693 tickets sold. The event featured beer and appetizer samples from 13 participating bars/restaurants.

Sidewalk Days was July 25-27. The event featured different themes for each day: Throwback Thursday, Food Truck Friday and Sweet Saturday.

Business News: CryoSkin at ChyroFit recently opened at 807 Adams St. The businesses specialize in the reduction of body fat through the freezing of fat cells. Regent Floral & Mercantile is now open at 924 Washington Avenue and offers fresh cut flowers, unique houseplants, handmade gifts and original art. Owner Brandon Strong is the newest member of the DMB Marketing & Events Subcommittee. Paradise City Treasure, a new store featuring overstock items, returns, and seasonal products from online stores and big-name retail stores is now open at 206 Center Avenue in the former Suzie Q's Consignment Boutique location. Keeping Character, a store specializing in home decor, furniture, vintage items, home and event design and estate sale auctions, recently opened at 906 N. Water Street. MI Table, a farm to table style restaurant, will open 213 Center Avenue this fall. The restaurant is located inside the Legacy. Retro Rocks bar is opening at 708 Saginaw Street, in the former location of Rattlesnake Rick's. More details to follow. Glass Act, 707 Washington Ave., Sempliners, 902 Water St. and The Gourmet Cupcake Shoppe, 915 Washington Ave., recently closed.

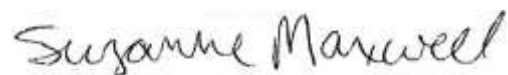
We continue to provide Downtown information using social media: the Downtown Facebook page now has 21,700+ Followers and Instagram has 4,850+ Followers. The DMB also has over 14,500+ permission-based emails

ADDITIONAL BUSINESS

Banaszak shares with the board a desire to seek donors for playground pieces to be placed in Wenonah Park. Bacigalupo shares there is an underutilized area that would be perfect for this idea that is already set up with lighting and amenities. Bacigalupo says there is regularly groups of children in the park that bring in bounce houses for entertainment, where as permanent slides and swings would be a better option. Banaszak estimates costs to be around \$5,000 -7000 to start the project. He asks to form a subcommittee for this initiative; Bacigalupo, DeShano, and Anderson volunteer.

ADJOURN

Motion to adjourn by Carlyon, supported by DeShano. With no further business to come before the Downtown Development Authority, meeting adjourned at 8:04 am.



Respectfully Submitted,
Suzanne Maxwell
Executive Director