

**Approved
Downtown Development Authority
Regular Meeting Minutes
Wednesday, March 13, 2019
7:30 a.m. ~ Commerce One**

Chairperson Banaszak called the regular meeting of the Downtown Development Authority to order at 7:30 am. Members present were:

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

Absences: Joe Wespiser, Jenifer Acosta and Mayor Newsham

Also present: Terry Moulthane, City Representative
Suzanne Maxwell, Executive Director
Matthew Kowalski, Administrative/Marketing Specialist

A quorum of DDA Board of Directors was present.

EXCUSED ABSENCES

Chairperson Banaszak reported that Mayor Newsham and Acosta requested an excused absence. Motion by Keyes, supported by Bacigalupo to approve absence. Motion unanimously approved.

ORGANIZATION

Chairperson Banaszak presented Consent Agenda items 1 through 4 under Organization and requested approval. Motion by Cederstrom, supported by DeShano to approve the consent agenda. Motion unanimously approved. DMB Minutes of January 15, 2019 were presented for review.

PARKING UPDATE

Maxwell reported that the monthly parking reports are in the meeting packet for review. She noted that DDA staff is working with Complus to correct issues regarding printing daily ticket reports. Maxwell reported that 74th District Court collections of delinquent parking tickets totaled over \$43,000 to date.

ALLEY IMPROVEMENTS

Banaszak updated the board on the progress of alley improvements throughout Downtown Bay City. He explained that the funding isn't in the budget for the full scope of the proposed improvements. Banaszak informed the board of a meeting he, DeShano and Maxwell will have with Dana Muscott, City Manager, to discuss what would need to be included in these improvements (electric, sewers, etc.) The DDA hopes to improve the asphalt only, since gas lines and water systems have already been replaced during previous road improvements.

Bacigalupo proposed opening new dialogues with business owners regarding alley improvements to give them updated cost estimates since things have likely changed since the original proposal years ago. Dimitroff estimates there are 6-10 alleyways that are in need of improvements, and asked if the DDA can get price breaks for doing multiple alleys, possibly seeing costs of 1- 4 and so on. Cederstrom asked that we look into coordinating with City plans for improvements to possibly get on the list to find a deal to bundle this with and make it happen.

FARMERS MARKET LOCATION

Maxwell explained the Farmer's Market that was previously held at Washington and Sixth wants to move to Adams and Sixth from June 19th through October 24th and will take up 12-15 parking spaces. This will be Thursdays only and there will be no stakes in the asphalt of the lot. Motion by DeShano, seconded by Dimitroff. Motion approved.

BIKE SHARE UPDATE

Cederstrom reported that he had a meeting with Dimitroff and Kowalski to discuss the Bike Share program for Downtown Bay City. He explained that Acosta has reached out to some scooter companies and is hoping they'd be interested in our area for the summer, but hasn't had response yet.

BAY AREA COMMUNITY FOUNDATION GRANT OPPORTUNITIES

Maxwell reported she has turned in a grant application for the Wenonah Park entrance, archway, etc. for approval. She will find out May 14th if this was approved. Maxwell says she will also be applying for Smith, Kantzler, and other grants in the future.

MICHIGAN MAIN STREET ORIENTATION

Maxwell distributed training materials for the first Michigan Main Street training meeting in Howell, MI which has several DMB and DDA board members attending. She explained that Howell won an award through Michigan Main Street and it may be a nice opportunity to see what is working for them. She also encouraged attendance at other orientations, as it would be great to see as many other towns in the program as possible.

DMB UPDATE

The 11th annual Indulge took place Saturday, February 9th. This popular event featured over 20 participating businesses and gave customers the chance to win over 300 in store prizes, as well as a grand prize of a one night stay at the Doubletree Hotel and \$100 in Downtown Bay City gift certificates.

The 3rd Annual Chili Cook Off was held Saturday, February 23rd, with 11 participating restaurants competing. The crowd favorites were: 1st - Doubletree; 2nd - Devout Sprout; 3rd - That Guys Meats.

Welcome Spring is scheduled for April 19 & 20. The event features 37 businesses showcasing their spring and summer merchandise, apparel and services.

Apps & Ales is scheduled for June 5, 5:00 - 9:30 pm. The ticket based event will feature beer and appetizer samples from 14 participating bars/restaurants.

We continue to provide Downtown information using social media: the Downtown Facebook page now has 20,700+ Followers and Instagram has 4,400 Followers. The DMB also has over 14,500+ permission-based emails.

New businesses: Little Shop Boutique, specializing in ladies clothing and accessories, recently opened at 107 Fifth Street. Owner Hailey Kowalski moved her business from the Bay City Mall to Downtown and is looking forward to being involved in our events and activities. Baysics, a variety store, will open at 926 Washington Avenue mid-March and will carry items similar to a convenience/Dollar General store. Regent Floral & Mercantile will open at 924 Washington Avenue in May and will offer fresh cut flowers, unique houseplants, handmade gifts and original art. MI Table is opening in the near future in the Legacy Building, 213 Center Avenue. The farm to table style restaurant will feature Michigan produce, fish, meats as well as specialty foods unique to the state.

OTHER

Banaszak notified the Board of City Clean up Day May 4th and requested volunteers to assist with alley and parking lot cleanup. Maxwell noted that she is working with Outdoor Adventures to coordinate clean up of the Center and Adams parking lot April 22.

ADJOURN

Motion to adjourn by Carlyon, supported by Bacigalupo. With no further business to come before the Downtown Development Authority, meeting adjourned at 8:12 am.

Respectfully Submitted,



Suzanne Maxwell
Executive Director