

**Approved
Downtown Management Board
Regular Meeting Minutes
Tuesday, June 16, 2019**

The regular meeting of the Downtown Management Board was called to order at 4:00 pm. by Chairman Bacigalupo. Members present were:

Jim Goodrow	Tara Welch	Alan LaFave
Barb Engelhardt-Carter	Mike Bacigalupo	Avram Golden
Andrew Heppner	Paul McGinnis	Ali Smith
Sara Dimitroff		

The following were absent: Commissioner McDonald-Rivet, Rachael Reh, Dorothy Dean

Also Present: Commissioner Jesse Dockett
Suzanne Maxwell, Executive Director
Kellie Wackerle, Administrative/Marketing Specialist

PUBLIC INPUT

None.

PRE-NOTIFICATION OF ABSENCES

None.

ORGANIZATION

Chairman Bacigalupo presented the Consent Agenda items 1-2 under Organization and asked the Board to review. Motion to approve the consent agenda by Welch, supported by LaFave. Motion unanimously approved. Downtown Development Authority minutes and financial statements were presented for review.

DMB STAFF/OFFICE UPDATE

DMB Staff has been working primarily remotely since March 16th, and will return to the office beginning Monday, June 22nd. Staff is also in new location at 901 Saginaw St. at the front of the building. Staff will be providing PPE, including masks and hand sanitizer for visitors.

EXECUTIVE COMMITTEE REPORT

Chairperson Bacigalupo reported that the Executive Committee discussed the possible cancellation of upcoming events, Director openings and the MCACA Grant application, prepared by Maxwell and Welch. The grant awards will be announced in September.

GENERAL BUISNESS

- A.) Sidewalk Days per city approval will be happening this year, July 23rd – 25th. Adherence to the Governors orders regarding masks, social distancing and store capacity are posted on all event advertisement materials.

- B.) Based on recommendation of Maxwell and the Executive Committee, A Taste of Downtown Bay City, an event that is expected to draw 800+ guests, scheduled for August 22nd, was cancelled.
- C.) After deliberation by the Board, the Wine Walk, tentatively scheduled for September 17th, was cancelled. Maxwell spoke with the Bay County Health Department Director Joel Strasz, who advised against holding the event.

MARKETING AND BUSINESS UPDATE

Wackerle reported that she continues to utilize Facebook, Instagram and Constant Contact to promote business' activities, events, etc. She is also posting "Meet the Merchant" weekly, which highlights a downtown business as well as a giveaway as an incentive to "share" the post for increased engagement.

OUTDOOR DINING UPDATE/STREET CLOSURES

Portions of Adams, Saginaw, Center and 3rd street will be closed to create social spaces for dining and entertainment. Barricades will be provided by the City of Bay City.

OTHER

- a. The Downtown Bay City sign located in front of the Comfort Inn at the base of Veterans Bridge was recently repainted by Director Bacigalupo, Maxwell, Director LaFave and Wackerle

CANCELLATION OF JULY MEETING

The Downtown Management Board meeting will be cancelled for July 2020. Motion to approve by LaFave, 2nd by Welch, all in favor.

ADJOURN

With no further business to come before the Downtown Management Board, meeting adjourned at 4:50 pm.

Respectfully Submitted,

Suzanne Maxwell
Executive Director