



**Approved**  
**Downtown Development Authority & Downtown Management Board**  
**Combined Meeting Minutes**  
**Wednesday, September 1<sup>st</sup>, 8:00 AM City Office, 401 Center Ave. Bay City, MI 48708**

The regular meeting of the Downtown Development Authority and Downtown Management Board was called to order at 8:00 AM by chairman DeShano and Vice Chair Welch. Those present were:

Jean Ann DeShano	Dan Dimitroff	Ashley Anderson
Mike Dore	Dave Dittenber	Trevor Keyes
Jeff Staudacher	John Neeb	Tara Welch
Avram Golden	Andrew Heppner	

The following were absent: Don Carlyon, Joe Wespiser, Kathi Newsham, Don Sabourin, Alan LaFave, Paul McGinnis, Ali Smith, Jim Goodrow

Also Present: Kellie Wackerle, DDA/DMB Office Staff  
Terry Moulthane, DDA City Representative  
Sara Dimitroff, DMB City Representative

### **PRE-NOTIFICATION OF ABSENCES**

Don Sabourin advised he would not be attending the meeting.

### **ORGANIZATION**

- a.) DDA Minutes and DMB Minutes and DDA Financials were presented from 8/10 (DMB) and 8/11 (DDA) and were received and approved. Motion by Anderson, second by Welch, all in favor.

### **GENERAL BUISNESS**

- a) **Financials:** Wackerle presented amounts due from the DDA to the Downtown Management Board totaling at \$566.11.
- b) **Lighting in Wenonah Park:** Similar to the 3<sup>rd</sup> Street Star Bridge project, Directors DeShano and Anderson are looking into the count on lights so people can sponsor lights/bulbs. There will be 190 bulbs total, 95 on each side. \$150k projected cost, Director Anderson is working on a quote with Clements Electric.

- c) **Wenonah Park Plaza Update:** Director Anderson met with sign company for the new picnic tables placed on the rivers edge in Wenonah Park for a proof for donor signs. Chairwoman DeShano has been in contact with Outdoor Adventures about cleaning and sealing the brick in Wenonah Park. Outdoor Adventures has equipment to do this, the DDA would just pay for the water and electricity, more to come.
- d) **Fireplaces:** Funding has been received for this project, the committee is working on finding the specific spots for these and working with Serenus Johnson on a team to install. The fireplaces will have timers and automatically shut off and be environmentally friendly, also ADA compliant since they will be placed on the sidewalk bumpouts. The committee is looking at styles and builds to bring to the board. The installation goal of these fireplaces is before the new year.
- e) **Tree Grate Program:** The electric director has left the City of Bay City, and the tree program has stalled a little bit. S. Dimitroff will check on any updates from the new director.
- f) **Parking:** DDA/DMB office staff, Kellie, gave updated parking numbers. A total of 173 parking passes have been purchased for month, 6-month and year passes have been purchased.
- g) **Law Suit Update:** Chairwoman DeShano received an email from the 6<sup>th</sup> circuit court that noticed the court reversed opinion on Taylors case in Saginaw, MI. DeShano will send out any necessary updates.
- h) **Wine Walk Update:** the Downtown Bay City Wine Walk is Thursday, September 16<sup>th</sup> from 5:00 – 9:30 PM at 13 participating establishments. This is also the same night as the McLaren business after hours.
- i) **New Businesses:** Shoot & Share Selfie Studio is now open located at 916 Washington Ave. inside of the Davidson Building.
- j) **Feet on the Street:** Adams St. and 3<sup>rd</sup> St. to re-open to regular traffic now after Labor Day, Center/Saginaw will still be closed off until November. Flower pots still look great and will remain in place.
- k) **Executive Director Update:** The recruiter will continue doing phone interviews and will present top applicants to search committee next week, then the recruiter will continue on to the personality test portion of the interview. The search committee will also meet next week and see all resumes.

## OTHER

- Per Director Keyes, a loan request is out to cover the DDA's lease expenses at the Pere Marquette Depot parking lot.
- Jennison Building Board is to send a letter out to get more stop signs in place and slow down traffic on Water St. Also to provide more information on the rules of the roads for bikers and scooters.
- Façade Grant Update: Per Director Keyes, the committee is still accepting applications in case additional funds come in. The group has met to discuss what the reimbursement process will look like and will create a checklist. Most projects are completed or in process, Keyes spoke with grant receiver Gorzenski and he will begin his process at 700 Washington Ave. removing the metal façade, in the next week.

**ADJOURN**

With no further business to come before the Downtown Development Authority and Downtown Management Board, Director Staudacher motioned to adjourn at 9:26 AM.

Respectfully Submitted,

Kellie Wackerle, Marketing Specialist