



**Approved
Downtown Development Authority
Regular Meeting Minutes
Wednesday, July 7th 7:30 AM Commerce One, 901 Saginaw St. Bay City, MI 48708**

The regular meeting of the Downtown Development Authority was called to order at 7:30 AM by Chairwoman DeShano. Members present were:

Jean Ann DeShano	Dan Dimitroff	Ashley Anderson
Mike Dore	Dave Dittenber	Michael Bacigalupo
Trevor Keyes	Kathi Newsham	Jeff Staudacher
John Neeb		

The following were absent: Don Carlyon, Joe Wespiser, Don Sabourin, Terry Moulthane

Also Present: Kellie Wackerle, DDA/DMB Office Staff
George Martini, City of Bay City

PRE-NOTIFICATION OF ABSENCES

City Representative Moulthane is in Arizona, Don Sabourin is excused.

ORGANIZATION

- a.) DDA Minutes and DDA Financials were presented from 6/2/2021 received and approved. Motion to approve by Bacigalupo, Anderson second, all in favor.

GENERAL BUISNESS

- a) **Façade Grant Update:** The Façade Grant program has depleted their funds, but are still accepting application incase there is more funding after this years grant cycle. If there are additional funds at the end of 2021, those funds will be dispersed to applications being held. Projects are moving forward, new awnings at the Tanner place by Genco properties, M2 is nearing completion, Drift is working on exterior façade and paint, and no update from Gorzenski on façade at 700 Washington Ave.
- b) **2021-2022 DDA Budget Approval:** George Martini from the City of Bay City presented the 2021-2022 DDA Budget. Martini spoke with the treasurer and advised that the OPRAs for the Mill End building, Times Lofts and Brownfield will be dropping off. Motion to approve the 2021-2022 budget by Staudacher, second by Bacigalupo, all in favor.
- c) **Financials:** Wackerle presented amounts due from the DDA to the Downtown Management Board totaling at \$13,818.54.

- d) **Tree Grate Program:** No update.
- e) **Parking:** Parking passes for the 5 Downtown lots were sold beginning in June and parking was reinforced on July 1st. A total of 119 parking passes have been sold, totalling a \$16,975.00 income
- f) **Wenonah Park Plaza Update:** 2, 3 seat and 6, 4 seat chess tables have been purchases, totaling 8 new chess tables in Wenonah Park. Director Anderson stated the next steps are to name the tables. Director Bacigalupo noted 10 more benches are coming in. The metal umbrellas that were near the river were taken out, and are ready to be picked up by Lynn Staudacher to be cleaned and painted. Chairwoman DeShano has a commitment from Outdoor Adventres to clean and seal brick in plazas. The group will need electricity and water and have their own concrete cleaner. They would also like to help re-do the parking lot at Adams & 5th where the employees park.
- g) **Bird Scooters:** Bird electric scooters landed in Bay City Friday, July 2nd and there are currently 50 scooters located within the City of Bay City limits. The fleet manager for these scooters finds dropped or low charge scooters and takes them back to a “nest” for repair or charge. It is \$1 to start a ride and \$0.39 a minute after that.
- h) **Executive Director Update:** The DDA met with the DMB in June to go through the job description. The recruiter quoted \$3k-\$9k per contract. The DDA decided against going through with the recruiter and would like to post the job organically before signing a contract.
- i) **Meeting time/in-person discussion:** The DDA would like to move forward with meeting with the DMB on a quarterly basis.

OTHER

- Director Keyes noted that there are agreements going out to building owners and tenants for the new fireplaces located Downtown. These will create an understanding of what the DDA and what the building owners are responsible for with the firepits. These firepits are going to be located on bumped out corners at Water/Center, Washington/Center and the Waterfall Park.
- The next DDA meeting is scheduled for August 4h

ADJOURN

With no further business to come before the Downtown Management Board and Downtown Development Authority, meeting adjourned at 8:42 am.

Respectfully Submitted,

Kellie Wackerle, Marketing Specialist