



**Approved
Downtown Development Authority
Regular Meeting Minutes**

Wednesday, August 11th 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
Ashley Anderson
Michael Bacigalupo
Don Sabourin

Don Carlyon
Joe Wespiser
Jeff Staudacher
Terry Moulthane

Dan Dimitroff
Kathi Newsham
John Neeb

The following were absent: Mike Dore, Dave Dittenber, Trevor Keyes

Also Present: Kellie Wackerle, DDA/DMB Office Staff

PRE-NOTIFICATION OF ABSENCES

Trevor Keyes advised he would not be able to make the meeting.

ORGANIZATION

- a.) DDA Minutes and DDA Financials were presented from 7/7/2021 received and approved. Motion to approve by Anderson, Staudacher second, all in favor.

GENERAL BUISNESS

- a) **Financials:** Wackerle presented amounts due from the DDA to the Downtown Management Board totaling at \$22,483.90. Chairwoman DeShano to work with Jim Barcia on parking lot lease at the Pere Marquette Depot as the DDA was told not to charge for parking at the beginning of the COVID-19 pandemic in March 2020, bringing in little income to the DDA.
- b) **Lighting in Wenonah Park:** Similar to the 3rd Street Star Bridge project, Directors DeShano and Anderson are looking into the count on lights so people can sponsor lights/bulbs. Per DeShano, director Keyes is looking into potential grant opportunities.
- c) **Wenonah Park Plaza Update:** 8 more chess tables are on order and should arrive this month. Director Anderson did reach out to donors to let them know their tables will be here soon.

- d) **Fireplaces:** This project is still slated for this Fall. Minimal update because of Bacigalupo/Keyes absence.
- e) **Tree Grate Program:** The dead trees in front of Tavern 101/Mill End have been removed. City Representative Terry Moulthane will look into the tree/grate program through the city and which company they are working with.
- f) **Parking:** DDA/DMB office staff, Kellie, gave updated parking numbers. A total of 167 parking passes have been purchased for month, 6-month and year passes have been purchased.
- g) **Executive Director Update:** The posting for the Executive Director position has been posted and will remain posted until Labor Day. The Downtown Management Board hired and paid for the process. Directors Staudacher, Anderson and DeShano will represent the DDA in the interview process.

OTHER

- Vice-Chair Bacigalupo will take a leave of absence from his position on the DDA and as chairman of the Downtown Management Board.
- Director Staudacher advised that the inspection of the Jennison lot/parking garage usually gets done in October. He will work with Michael Bacigalupo on this.
- At the last City Commission meeting the final report from the Wade-Trim traffic study was presented. Due to the study done in February 2021, our City does not warrant stop lights. A decision is forthcoming, but if the City moves forward with the plan, the stop lights would be removed and replaced with 4-way and 2-way stops. A study can be conducted every ten years.

ADJOURN

With no further business to come before the Downtown Development Authority, Director Carlyon moved to adjourn.

Respectfully Submitted,

Kellie Wackerle, Marketing Specialist