



**Approved
Downtown Development Authority
Regular Meeting Minutes
Wednesday, May 5th 7:30 AM via Zoom**

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

Dan Dimitroff	Ashley Anderson	Mike Dore
Michael Bacigalupo	Trevor Keyes	Mayor Kathi Newsham
Jeff Staudacher	John Neeb	

The following were absent: Don Carlyon, Joe Wespiser, Dave Dittenber, Don Sabourin

Also Present: Terry Moulthane, City of Bay City Representative
Dana Muscott, City of Bay City City Manager
Kellie Wackerle, DDA/DMB Office Staff

PRE-NOTIFICATION OF ABSENCES

Director Dittenber and Director Sabourin both advised that they would be unable to attend the May 5th, 2021 meeting.

ORGANIZATION

- a.) DDA/DMB Minutes and DDA Financials were presented from 4/7/2021 received and approved. Motion by Keyes, second by Neeb, all in favor.

GENERAL BUISNESS

- a) **Façade Grant Update:** The Façade Grant program had two applications submitted for April. Genco properties was awarded \$2,942 in reimbursement for their replacing of the awnings at the Tanner Building on Center Avenue. Downtown Restaurant Investments was awarded \$6,500 for the façade improvement at 207 Center Avenue, remodeling the old American Kitchen into M2 BBQ.
- b) **Tree Grate Program:** There has been no update from the City of Bay City in regards to the trees/tree grate program.
- c) **Financials:** Wackerle presented DDA with amounts due from the DDA to the DMB. Total due is \$11,818.95. Approval to make these payments by Staudacher, seconded by Bacigalupo, all in favor.

- d) **Playground:** The playground is moved back towards the ancillary building, in new position no longer on DoubleTree property. 3 benches will be placed around the playground once ground is settled.
- e) **Feet on the Street:** Feet on the Street will be back this Summer with the road closures at portions of Saginaw St., Center Ave., Adams St., and 3rd Street. Portions of Saginaw St. and Center Ave. were closed 4/26, Adams and 3rd street will be closing the week of May 24th. 3rd Street is working on creating a common area for the portion of the road blocked off, this will go before the City commission for approval.
- f) **Adopt a Pot:** The DDA and the DMB will be bringing back the Adopt a Pot program for the Summer season of 2021. Wackerle has collected funding for 16 pots to be placed around Downtown where the purchaser requested.
- g) **Staff Laptop:** Wackerle is requesting the purchase of a staff laptop, split between the DDA & DMB. Motion for Wackerle to move forward with laptop request by Keyes, second by Neeb, all in favor.
- h) **Wenonah Park Plaza Update:** Director Anderson has collected a check from McLaren Bay Region, and is working on funding from a few others for benches, picnic tables and Wenonah Park Plaza improvements.
- i) **Committee Assignments:**
 - a. Parking: Bacigalupo, Keyes, Wackerle
 - b. Plazas: Anderson, Carlyon, Dore, Staudacher, DeShano
 - c. Façade: Keyes, Staudacher, Anderson, Bacigalupo, Moulthane, Dimitroff (Sara, DMB)
 - d. Tree & Grate/Sidewalks: Staudacher, Neeb, Bacigalupo, Dore, LaFave (DMB) Jaroch (DMB)
 - e. Alleys: Dimitroff, DeShano, Dore, Bacigalupo
 - f. Economic Development: Keyes, Dore, DeShano, Dimitroff, Neeb
 - g. Murals: Anderson, DeShano, Bacigalupo
 - h. Grants: Keyes, Bacigalupo

OTHER

- Director Keyes and Vice Chair Bacigalupo applied for a total of \$100,000 for the new gas firepits to be placed Downtown. If funding is received, installation and completion is planned for Fall of 2021.
- Bacigalupo noted that he had a meeting with City Manager Dana Muscott and Economic Development Project manager about installing Bird Scooters in Downtown Bay City and Uptown. The City of Bay City will cover liability and will be no cost to the City. This will be presented to the City commission May 17th for approval
- Vice Chair Bacigalupo purchased 8 55-gallon trashcans for Wenonah Park. 2 for by the stage, 4 in pavilion, and 2 by the playground.

ADJOURN

With no further business to come before the Downtown Management Board and Downtown Development Authority, meeting adjourned at 8:47 am.

Respectfully Submitted,

Kellie Wackerle, Marketing Specialist