



Approved
Downtown Development Authority
Wednesday, February 16th, 2022
301 Washington Ave. Bay City, MI 48708 Room 317

The regular meeting of the Downtown Development Authority was called to order at 8:00 AM by Executive Director Jaroch. Members present were:

Don Carlyon	Jean Ann DeShano	Dan Dimitroff
Ashley Anderson	Mike Bacigalupo	Mike Dore
Trevor Keyes	Jeff Staudacher	John Neeb

The following were absent: Dave Dittenber, Don Sabourin, Joe Wespiser, Mayor Kathi Newsham

Also Present:

Marjo Jaroch, DDA/DMB Executive Director
Kellie Rupp, DDA/DMB Office Staff
Terry Moulthane, DDA City Representative
Wade Slivik, City Assessor
Dana Muscott, City Manager

PRE-NOTIFICATION OF ABSENCES

None.

OPENING

1.2 Approval of Agenda: Motion to approve from Staudacher, support from Bacigalupo, all in favor.

1.3 Approval of Minutes

- The DDA Minutes were presented from 1/5/22 motion to approve by Bacigalupo, support from Anderson, all in favor.

PUBLIC COMMENTS

1. Wade Slivik, City Assessor for the City of Bay City attended the DDA meeting, he shared with the board an assets packet that he distributes to new homeowners in the area. Would like something from the DDA or DMB to be included in the packet.

REPORTS

3.1 DDA Financial Report: Director Jaroch presented the DDA Financial report from December Motion to approve by Staudacher, support from Neeb, all in favor

CONTINUING BUSINESS

3.1 DDA Bylaw Review:

- In Article 1, section 3, Trustee Keyes made the suggestion to remove any wording that would describe the DDA as an economic development organization. Re-word this section to read that the DDA assists municipalities in the upgrading of infrastructure, promote economic growth.
- In Article 2, update wording that an appointment to fill a vacancy shall be made by the Bay City Mayor, rather than Chief Executive Officer, as previously state. In the same article, update that the Chairperson of the board shall be elected by the board, in addition to the Vice-Chair and Secretary/Treasurer.
- Updating the word "Chair" to "Chair Person" throughout bylaws.

3.2 Fifth and Adams Parking Lot Lease Dissolution: Director Jaroch created a documented to terminate our lease with Bay County at the 5th and Adams parking lot.

3.3 3.3 RAP Opportunities: Director Jaroch and DDA/DMB Staff Rupp have been working with Bay Future, Joe Frost and the city of Bay City in preparation for the RAP grant, Revitalization and Placemaking, through the MEDC. Some opportunities that the group could see funding for are alleyway restoration, replacing the Arlington lights in Wenonah Park and the icicle lighting project in Wenonah Park, brought to attention by the board previously by trustee Anderson.

NEW BUSINESS

4.1 Adoption of Consent Agenda: All matters listed under consent agenda are considered routine by commission and will be enacted by one motion. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the consent agenda and considered on the regular agenda.

4.2 Secretary/Treasurer Nominations and Appointment: Vice Chair Bacigalupo formally resigned from his position, as the DMB bylaws state that no trustee shall sit on the executive committee for both the DDA and the DMB. Dan Dimitroff moves to Vice Chair position, leaving a vacancy in the Secretary/Treasurer position. Jeff Staudacher volunteers to sit at Secretary Treasurer, motion to approve by Neeb, support from Dimitroff, all in favor.

ADJOURN

With no further business to come before the Downtown Development Authority and Downtown Management Board, Trustee Carlyon motioned to adjourn at 9:34 AM.

Respectfully Submitted,

Kellie Wackerle, Marketing Specialist