



**Approved**  
**Downtown Development Authority & Downtown Management Board**  
**Wednesday, March 16<sup>th</sup> 2022**  
**Bay City Hall, 301 Washington 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 Executive Director Jaroch. Members present were:

Mike Bacigalupo	Tara Welch	Alan LaFave
Jim Goodrow	Andrew Heppner	Jeff Hildebrandt
Jason King	Breanna Theisen	Dan Dimitroff
Jean Ann DeShano	Jeff Studacher	Don Carlyon
Mike Dore	Trevor Keyes	John Neeb
Joe Wespiser		

The following were absent: Dave Dittenber, Don Sabourin, Avram Golden, Kathi Newsham

Also Present:

- Marjo Jaroch, DDA/DMB Executive Director
- Kellie Rupp, DDA/DMB Office Staff
- Terry Moulthane, DDA City Representative
- Sara Dimitroff, City Representative
- Wade Slivik, City Assessor
- Dana Muscott, City Manager
- Matt Nemode, Midland St. Management Board

**PRE-NOTIFICATION OF ABSENCES**

Kathi Newsham advised she would not be able to attend.

**ADOPTION OF AGENDA:**

Consent agenda

All matters listed under consent agenda are considered routine 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.

- a) DDA February Minutes
- b) DMB February Minutes

- c) DDA February Finance Report
- d) DMB February Finance Report

Motion to approve consent agenda by Wespiser, support from LaFave, all in favor.

## **2. PUBLIC COMMENTS**

The DMB and DDA will host DryDock Beer Garden July 22<sup>nd</sup> - 25<sup>th</sup>, 2022. Motion to apply for a liquor license by Alan LaFave, support from Welch, all in favor. Director Jaroch will apply for a liquor license for the boards to be able to serve alcohol on these dates.

## **3. ACCEPT LETTERS OF RESIGNATION**

3.1 Resignation by Ali Smith, DMB. Motion to accept with regrets by LaFave, support from Goodrow, all in favor.

3.2 Resignation of Ashley Anderson, DDA. Motion to accept with regrets by Keyes, support from Carlyon, all in favor.

## **4. EXECUTIVE DIRECTOR REPORT**

**4.1 New Trustees to the DMB:** Breanna Theisen of the Bay Area Chamber of Commerce, Jason King, Outdoor Adventures and Jeff Hildebrant, The Davidson, all were appointed to the DMB by City Manager, Dana Muscott and were sworn in February 2022.

**4.2 Staff Completion/Certification:** Director Jaroch has completed the Redevelopment Ready Communities (RRC) certification. Rupp completed a introductory grant course through Saginaw Valley State University.

**4.3 MDA Conference:** Director Jaroch attended the Michigan Downtown Association Spring workshop in Grand Ledge at the beginning of the month, within that attended "Lansing Day" where she was able to speak with Tim Beson, Michigan House of Representatives from the 96th district representative.

**4.4 Weinermobile Downtown:** The Oscar Meyer Weinermobile visited Downtown Bay City on March 6<sup>th</sup>, 2022 at St. Laurent Brothers near 500 people were in attendance for the 2 hour visit.

**4.5 Downtown Chili Cook-Off:** The Downtown Chili Cook Off took place on March 12<sup>th</sup> from 11:00 AM – 2:00 PM at 6 participating restaurants; BarqueBC, Beavers Pub, Gatsbys, MI Table, Mulligans, and Old City Hall. 167 tickets were sold, the establishments with the most public votes was BarqueBC crowning them the best chili 2022.

**4.6 Downtown Joins the Parade:** DDA/DMB staff have been working with the Bay Area Chamber of Commerce and the chamber ambassadors to partake in the 67<sup>th</sup> Annual Bay City St. Patricks Day parade with a support local theme and sponsorships from Downtown businesses. The parade will take place on Sunday, March 20<sup>th</sup> at 2:00 PM down Center Avenue.

**4.7 RAP Funding:** DDA/DMB Staff have been working with Bay Future and The City of Bay City to take advantage of the Revitalizing and Placemaking grant opportunities through the MEDC. Per trustee Keyes, this is dusting off of old files and have a list of ready to go projects and also continuation of current projects. Any project that is applied for is required a 50% match.

**4.8 Parking Lot Update:** Director Jaroch will be meeting with the chief of police today 3/16 about potential app-based parking. The DDA parking committee had a meeting with MPS (Municipal Parking Service) and are looking into other options. The letter was sent to Bay County to dissolve

the lease at the Pere Marquette Depot lot at 5<sup>th</sup> & Adams by Director Jaroch, this will be in effect after 60 days.

**4.9 Façade Grant:** Rupp reported that there have been 6 applications submitted for the 2022 Façade Improvement Grant so far, the committee will meet on March 21<sup>st</sup> to review and interview applicants.

**4.10 2023 Budgets Submitted:** Jaroch and Rupp have been working with the City of Bay City on the annual budget and went off previous budgets for reference. The DMB budgets have been set up with the City.

## **5. NEW BUSINESS**

**5.1 DDA Boundary Modification:** DeShano went though the DDA boundary MILS in FetchGIS. The core of the DDA collects 5 MILs, the general area collects 2 MILS. The goal of voting on mils is lowering the rate, and increasing the boundaries.

**5.2 Approve Credit Cards:** A motion to approve a credit card for Kellie Wackerle for \$1,500 limit though First State Bank by Welch, support from Heppner, all in favor. A motion to approve a credit card for Martha Morden for a \$2,500 limit through First State Bank by Welch, support from Heppner, all in favor.

**5.4 Feet on the Street:** The Feet on the Street road closures will begin on May 1<sup>st</sup> and continue until November 1st, 2022. The streets currently being closed are Center Avenue between Washington and Saginaw St. along with Saginaw St. between Center & Fifth St. Adams St. will not be closing this year as two establishments need to hold a liquor license to serve alcohol for consumption on the street, Public House on Adams St. is the only location with that capability, therefore the road will not close. The merchants on Third St. will be meeting with City officials soon to discuss their road closure.

## **ADJOURN**

With no further business to come before the Downtown Development Authority and Downtown Management Board, Trustee Carlyon motioned to adjourn at 9:36 AM.

Respectfully Submitted,

Kellie Wackerle, Marketing Specialist