



Approved
Downtown Development Authority & Downtown Management Board
Wednesday, July 6th, 2022 8:00 AM
Bay City Hall, 301 Washington Ave. Bay City, MI 48708 Rm. 317

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
Jeff Hildebrant
Erin Poltorak
Tammy Claramunt
John Neeb

Alan LaFave
Breanna Theisen
Howie Diefenbach
Jeff Staudacher

Avram Golden
Jason King
Sheila Turbett
Don Carlyon

The following were absent: Jim Goodrow, Scott Nemode, Nick Schwall,
Mike Dore, Trevor Keyes (ex.) Joe Wespiser

Also Present: Marjo Jaroch, DDA/DMB Executive Director
Kellie Rupp, DDA/DMB Office Staff
Terry Moulthane, DDA City Representative
Sara Dimitroff, City Representative

PRE-NOTIFICATION OF ABSENCES

Trevor Keyes is on paternity leave and advised he would not be able to attend. DeShano attended virtually.

2. APPROVAL OF AGENDA

2.1 DDA Approval of Agenda: With 6 absences of the DDA, quorum has not been met.

2.2 DMB Approval of Agenda: Remove elections from agenda. Motion to approve by LaFave, support from Golden, all in favor.

3. PUBLIC INPUT

No public input.

4. CONSENT AGENDA

4.1 DDA CONSENT AGENDA

DDA June Minutes

DDA June Financial summary

DDA RAM Services Construction Bid-Jennison Parking Structure

DDA Bylaws

Was not voted on due to quorum not being met.

4.2 DMB Consent Agenda

DMB June Minutes

DMB June Financial summary

DMB Maintenance Contract with Do-All, Inc.

Motion to approve by Theisen, support from LaFave, all in favor.

5. REPORTS

5.1 Executive Director: Jaroch reported that she virtually attend a Michigan Downtown Association conference in early June and is continuing training with the MDA. She has worked on EOY budgeting with the City of Bay City, going over 2021 payments and moving forward. Jaroch had another meeting with Traffic & Safety also with the City of Bay City treasurer's department, police and that they would like to go back with Passport Labs as it is familiar and get a parking ambassador in place. Also reported that one of her goals of the DMB is to get onboard with Michigan Main St. Leigh Young from the MEDC will join us at the August meeting. She has also hosted one DDA and one DMB board orientation.

New business: Lex & Co. at 908 Washington Ave is closing. Bay City Academy is moving into the space at 809 Saginaw St. The Sunshine Shoppe has a new owner, Kelli Keller and is changing the name to the Vintage Greenhouse. Tri-Care assisted opened at 512 Saginaw St. which is assisted yoga and lastly 1Up Games is moving into 310 Center Ave.

5.2 Events: Rupp reported that the Downtown Management Boards event Apps & Ales was June 9th and around 950 tickets were sold, close to pre-covid numbers. She is still waiting on a couple of merchants to return their ticket sales and stubs and will have final numbers and disbursements back to the participants by the August meeting. The DMB hosting DryDock Beer Garden June 22nd – 25th and brought in around \$4,177. Special thanks to Bre, Jean Ann, Jeff S. Avram, Erin Alan and Mike for volunteering. Rupp also reported that she reviewed 22 MACC (Michigan Arts & Culture) grants in June for practice if the DMB ever wanted to apply for funding such as this. Rupp also would like to apply for the Bay Area Chamber of Commerce Leadership class of 2022 with Downtown Bay City as her sponsor.

6. CONTINUED BUSINESS

6.1 Feet on the Street: About 6 free events are happening per week, advanced older adults in Wenonah Park is going well so far, around 40-45 people attending each class. Around 15-20 people on the Saginaw St. turf classes. June 11th Big Brothers Big Sisters will be hosting an activity on 3rd St. Cool City Car Show and the Rockin the River concerts are July 8-10th Downtown.

6.2 Strategic Planning Update: The executive committee has met with Leigh from OmniTech out of Midland to move forward with our strategic plan, she will be reaching out for individual board interviews soon.

7. NEW BUSINESS

7.1 DMB Accept letter of resignation, Tara Welch: Accepted with regret by LaFave, support from Golden, all in favor.

7.2 DDA/DMB Committee Formation:

Michigan Main St. Committee: Bacigalupo, Staudacher, Theisen and Claramunt

Beautification Committee: Poltorak, Golden, King

With no further business to attend to, the Downtown Management Board was moved to adjourn by LaFave at 9:00 AM.

Respectfully submitted,
Kellie Rupp
Marketing/Events Specialist