



Approved
Downtown Development Authority & Downtown Management Board
Wednesday, October 5th, 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 LaFave and DeShano. Members present were:

Alan LaFave	Mike Bacigalupo	Avram Golden
Jim Goodrow	Andrew Heppner	Jason King
Jeff Hildebrant	Breanna Theisen	Scott Nemode
Howie Diefenbach	Jean Ann DeShano	Dan Dimitroff
Jeff Staudacher	Trevor Keyes	John Neeb
Sheila Turbett		

The following were absent: Erin Poltorak, Don Carlyon, Nick Schwall

The following were also in attendance: Kellie Rupp, DDA/DMB Staff, Sara Dimitroff, City of Bay City, Terry Moulane, City of Bay City, and Lee Rouse, Omni Tech

2. Strategic Planning with Lee Rouse, Omni Tech:

Lee Rouse presented the final strategic plan for the Downtown Management Board & Downtown Development Authority (attached to minutes). The plan will be approved and accepted at the November joint board meeting.

3. Approval of the Agenda:

DDA Agenda: Motion to approve the DDA agenda by Neeb, support from Keyes, all in favor

DMB Agenda: Motion to approve the DMB agenda by Nemode, support from Bacigalupo, all in favor.

4. Public Input:

- Bacigalupo reported that through the Summer at the Tuesday movies, Wednesday in the park, Friday at the Falls and other concerts/shows throughout Downtown, Wenonah Park saw nearly 87,000 patrons.
- Hildebrant mentioned that all of the trees in front of the Davidson and Legacy building are dead or dying.

5. Consent Agenda:

- a) DDA Consent Agenda
 - i. DDA September Minutes
 - ii. DDA Financial Summary
 - iii. Motion to approve by Neeb, support from Bacigalupo, all in favor.
- b) DMB Consent Agenda
 - i. DMB September Minutes
 - ii. DMB Financial Summary
 - iii. Motion to approve by Theisen, support from Bacigalupo, all in favor.

6. Wine Walk Update:

Rupp reported that the Wine Walk taking place on September 8th sold 957 tickets, bring in \$38,280. The Downtown Management Board receives \$5 of every ticket and pays for upfront expenses. After expenses, participating merchants receive \$1 for every ticket sold and \$2.83 for every stub that was turned into their establishment. The DMB distributed \$30,415.43 back to the eleven participants, determined by stubs received and tickets sold.

7. Jennison Update:

Staudacher reported that the construction at the Jennison Lot is now completed A seal coat has been placed down the center and the west side of the lot. Our snow removal company will need to be notified of the construction and make sure they have the proper equipment.

8. Committee Formations:

There are 6 committees housed between the DMB and DDA. The committees must be chaired by a member of either the DMB or DDA, but can have whomever deem fit as committee members from the community, Kellie Rupp will be the point person for each committee as staff. Chairs DeShano and LaFave called for board members to join at least ONE subcommittee. Committees are as follows:

Finance/Grants: Theisen (co-chair), Staudacher (co-chair), Keyes, Neeb, Bacigalupo

Marketing & Communications: LaFave (chair), Heppner, King, Dimitroff, Turbett, Diefenbach

Events: Golden, Bacigalupo, Theisen, Nemode, Turbett

Parking: Staudacher, DeShano, Keyes, Bacigalupo, Heppner, Goodrow

Beautification: Golden, Hildebrant, Staudacher, Neeb, King

Michigan Main Street: Theisen, LaFave, Diefenbach, Bacigalupo, Staudacher, Turbett, DeShano

With no further business to attend to, the Downtown Management Board and Downtown Development authority was moved to adjourn by Heppner, support from Dimitroff, at 9:06 AM.

Respectfully submitted,
Kellie Rupp
Events & Marketing Specialist