



Approved
Downtown Development Authority & Downtown Management Board
Wednesday, August 2nd, 2023
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	Avram Golden	Jeff Hildebrant
Breanna Theisen	Howie Diefenbach	Scott Nemode
Jean Ann DeShano	Jeff Staudacher	Dan Dimitroff
Sheila Turbett	Trevor Keyes	Terry Moulthane
Nick Schwall		

The following were absent: Jim Goodrow

The following were excused: Sara Dimitroff, John Neeb

The following were also in attendance:

- Kellie Rupp, DMB Director
- Mike Bacigalupo, DDA Director
- Dana Muscott, City Manager

2. Approval of the Agenda:

a. DDA Agenda: Motion to approve the DDA/DMB agenda by Schwall, support from D. Dimitroff, all in favor.

3. Public Input:

- Turbett, owner of Bar-Fly said that the establishment will open at 4:00 on Saturday and Sundays going forward.
- Diefenbach suggested that once the DDA begins looking at redoing sidewalks, to look at the bricks on Water street between 4th & 5th and have that section be a priority.
- August 14th is Don Carlyons 99th birthday
- Thursday, August 10th is the Hell's Half Mile Film Festival launch party at the State Theatre.
-

4. Consent Agenda:

- a) DDA Consent Agenda
 - i. DDA June Minutes
 - ii. DDA June Summary
 - iii. Motion to approve by Staudacher, support from Keyes, all in favor.
- b) DMB Consent Agenda
 - i. DMB June Minutes
 - ii. DMB June Summary
 - iii. Motion to approve by Hildebrandt, support from Diefenbach, all in favor.

5. Committee Reports

- a. Events Committee: Apps & Ales sold 513 tickets this year. Each participating establishment received \$1.90 for every stub they received and \$1.00 for every ticket that was sold. Rupp noted that she would like to have a meeting with the restaurant owners to see if this is an event they would like to keep going, or if it change be changed or improved upon. The fall open house will take place September 8-10 and the Wine Walk will be September 14th.
- b. Parking Committee:
Parking report 5/1/23 – 8/1/2023
Citations: 527
Paid: 280/Unpaid: 122
Contested: 24
Voided: 101
Closed: 422
The parking lot at Washington/6th and Saginaw/5th have been resurfaced and restriped. Jennison has been restriped as well.
- c. Marketing Committee update:
 - i. Social Media Update:
Gained 107 followers on Facebook since August 2nd, 2023
Gained 52 followers on Instagram since August 2nd, 2023
August total instagram reach: 4,754
August total Facebook reach: 186,535
- d. Beautification Committee Update: Rupp along with the beautification committee has worked with the Bay Arenac ISD in creating metal sails for the Downtown Bay City sign at the foot of Vet's Bridge. The sails have been built, installed and painted. The next project the committee would like to work on is a sculpture/art work for the corner of Washington/6th where the bump out is.
- e. Finance Review: The DDA treasurer, Staudacher reported on the DDA finances. DMB treasurer reported on finances.

6. DMB Budget Approval: The DMB members were sent a budget put together by Nemode and Rupp. LaFave asked for a motion to approve the budget as presented. Motion to approve by Hildebrant, support from Diefenbach, all in favor.

7. Feet on the Street Update: The streets closed on May 25th, per the City of Bay City. The turf has been installed, all the furniture and planters have been brought downtown. The DMB is providing 39 free health & wellness classes on the Saginaw St. turf. Live music & pop-ups will be on Saginaw St. on Friday evenings from 4:00 – 6:00 PM.

8. By-Law Update: The by-laws are still in review by the DDA attorney and the City of Bay City attorney.

9. Strategic Plan: Nemode of the DMB and Staudacher of the DDA have volunteered to work together to make sure that both boards are following the strategic plan and utilizing it to the best of their ability. Nemode sent the executive committee project charters for the different sections of the strategic plan.

10. Michigan Main St.: The DDA and DMB have officially reached the engaged level of Michigan Main St. A community will officially be recognized as an Engaged Level Main Street Community once they have participated in the Main Street Training Series and have developed their communications and fund development plans. A community has up to three years to participate as an Engaged Level community working to implement their plans and apply to the Select Level. Communities interested in applying for the Select Level will need to complete the following activities prior to application.

Next Executive Committee Date: 8/30/2023

Next Full Board Meeting Date: 9/6/2023

With no further business to attend to, the Downtown Management Board and Downtown Development authority was moved to adjourn by Carlyon at 9:20 AM

Respectfully submitted,
Kellie Rupp
Downtown Marketing Director