

**Village of Bellaire**  
**Downtown Development Authority**  
**Minutes**  
**April 27, 2022**

**I. Call to Order:**

Chair D. Hoyt called the meeting to order at 9 am.

**II. Pledge of Allegiance:**

**III. Attendance:**

Members Present: Dan Bennett, Michelle Dayton, Dave Gajda, Don Hoyt, Doreen McGuire, Cindi Place, Don Seman, Taylor Sutherland

Members Absent: Tracy Lareau

Public Present via ZOOM: Tracy Lareau

**IV. Consent Agenda:**

Motion by C. Place to approve the consent agenda. Second, D. Gajda.  
Motion approved by unanimous vote.

**V. Public Comment on Agenda Items:**

None

**VI. Unfinished Business**

**Buy Local Update:**

*Flip-Flops and Flamingos* was a good event. The advertising budget for this event was over. M. Dayton will work with D. Gajda in getting the Express invoice paid.

**Village Update:**

Projected completion of the new downtown restrooms is Memorial Day weekend. The current project is over budget due to various factors relating to construction and code guidelines. Craven Park fencing will be installed next week. May 1st, M-Dot will take care of the painting and posting “No Bikes or Skateboarding on Sidewalks” along with painting the crosswalks. D. Bennett will be meeting with AT&T to discuss the placement of a tower in the NW edge of Bellaire.

**Public WiFi:**

C. Place will be attending conference hosted by Rural Community Development Conference at Crystal Mountain. The seminar track she will be following is small town broadband which will explain State funding options. She will provide an update from the conference at the May DDA meeting.

D. Hoyt gave an update from Merit, Affinity and Aspen. Merit is not interested, as they look at larger scope projects. Affinity is too busy at this time. Aspen stated that the project could range from \$35,000-\$40,000 with an annual fee of \$2,000. D. Hoyt will continue researching and will talk with Charter. M. Dayton will attend the next County Commissioners meeting to gain an understanding as to where the County is in the WiFi process.

**Map:**

The Village Council approved the map at the April 6, 2022 meeting. The project has now been turned over to Pro Image for completion and will work with Bradley Keiser regarding the install. Bailey Designs and Consulting submitted their invoice for \$400.00 for the map graphic design work. The budget for this project was approved at the October 27, 2021 DDA Board meeting in the amount of \$1004.40. At this time current costs for the project are \$164.23 under budget.

A brief discussion was held regarding the placement of the map at other locations in the downtown area. This discussion will be revisited after the map has been installed and feedback has been received. A possible donor might be available to assist with this future project.

**DDA Parking Committee:**

D. Hoyt stated that the Village Council is receptive to placing parking signs at the new downtown restrooms directing parking to the lot behind Inspire Health/

Bellaire Bar and the lot next to Fischer Insurance. M-Dot will be involved in this project and Bradley Keiser will be working with them.

D. Bennett, D. Hoyt and T. Sutherland will meet to plan long term goals.

**Salting Sidewalks:**

Bradley Keiser is obtaining a quote for a pallet of ice melt and will let the DDA know before next season.

**DDA Budget Amendment Request:**

Motion by D. Bennett to request that the Village of Bellaire amend the FY 2022-23 DDA Budget by appropriating \$5,000 to the Village to assist in their funding of the downtown restrooms from grant funds previously received from the Rotary Charities. Second, D. Gajda. Discussion followed with the consensus that this is a good project to support. Motion approved by unanimous vote.

**DDA Directory on Village Website:**

D. Gajda provided an update regarding the DDA page on the Village website. At this time the information is current and up to date and once the audit is completed it will be posted on the website. C. Place suggested that there be a mention that meetings are available on ZOOM. D. Gajda will add this to the site.

**Bellaire Leadership Class Request:**

M. Dayton has reached out to the advisor from the Bellaire Leadership Class. They have the piano donated and stated that the piano needs to be in a covered area. M. Dayton will pass along a contact person from Short's for possible placement under their pavilion.

**VII. New Business:**

**2022-2023 Meeting Schedule**

Motion by D. Seman to approve the fiscal year meeting schedule. Second, C. Place. Motion approved by unanimous vote.

**VIII. Miscellaneous Business of the Authority Board:**

Discussion was held regarding the tables and chairs that have been placed on the Short's parking lot. Suggested that we also place a few around town as it

allows people to sit and enjoy the downtown area. This item will be discussed in greater detail at the May meeting.

**IX. Public Comment on Non-Agenda Items:**

None.

**X. Adjourn:**

Motion by C. Place to adjourn the meeting. Second, D. Seman. Meeting adjourned by D. Hoyt at 10:10 am. Next meeting will be held on Wednesday, May 25, 2022 at 9am.