

Village of Bellaire
Downtown Development Authority
Minutes
October 26, 2022

Call to Order:

Meeting called to order by Chair D. Hoyt at 9:00 am.

Pledge of Allegiance:

Attendance:

Members Present: Michelle Dayton, Don Hoyt, Doreen McGuire, Cindi Place, Don Seman, Taylor Sutherland

Members Absent: Dan Bennett

Public Present: Jean Bedell, Bradley Keiser, Eldon McPherson

Public present via Zoom: Dave Gajda, Shana Minish, Tracy Lareau

Consent Agenda:

Motion by D. Seman to approve the consent agenda with the suggested changes to the typographical errors in the draft copy of the minutes. Second, M. Dayton. Motion approved by unanimous vote.

Public Comment on Agenda Items:

On the DDA website please add that T. Lareau was in attendance at the Meet and Greet event.

Unfinished Business:

Buy Local Update:

M. Dayton provided an update. Next event downtown will take place on November 19th, flyers have been created and will be distributed. Working with Shanty Creek and have provided a 100 welcome packets to be distributed to their conference attendees. The Bake-Off has officially been

passed to The Buy Local group from the Bellaire Chamber of Commerce. This event will take place in March of 2023. The next Chamber After Hours will take place at The Flying Pig on November 30th. Currently running a photo contest for the upcoming map. Closing date is January 2023. The DPW was also thanked for their great work in removing the planters. The budget allocated for The Buy Local Group has been used up. Motion by C. Place to approve \$5300 to The Buy Local Group budget for 2023. Second, T. Sutherland. Motion approved by unanimous vote.

Village Update:

B. Keiser, DPW Supervisor provided the following updates: The corner at Bridge and Cayuga has finally been completed. The Village had to secure a second contractor to complete the work which led to the delay in completing the work. The DPW will decorate the tree for the *Light Up the Night* event, this request was presented to the DPW by the Chamber of Commerce. The pad for the bike rack is currently on hold. The company that will handle the project has equipment issues and cannot complete the job at this time. B. Keiser presented information about the triangle banners on the downtown poles. The project was originally paid for by the Village with the businesses paying for their name to be placed with the triangle banner. Estimated cost of the banners is \$250 per pole times 54 poles. M. Dayton asked for catalog information regarding new banners. She will present the opportunity to replace these banners to The Buy Local Group at their November meeting. The signage for the new downtown restrooms is still in the design process.

Public WiFi:

Spectrum is coming out with a plan for non-profits in the near future. Information currently is not available. Spectrum did provide a quote of \$29,000.00 for hardware installation and a monthly charge of \$2698.00. State Senator Wayne Schmidt is aware of the DDA looking into public WiFi in downtown Bellaire. It was suggested we obtain a quote from Verizon and Frontier.

DDA Parking Committee:

The committee is currently waiting on the budget to determine what signs can be ordered. The County has placed new parking signs in the County lots. They indicated when public parking is available. M. Dayton will check on the cost of new signage for next year that would advertise free public parking. These signs will be created on corrugated plastic sign boards and placed in the ground where the parking spots are available.

Outdoor Art:

Motion by D. Seman to create a DDA Grants Committee with the following members: Michelle Dayton, Tracy Lareau, Doreen McGuire, and Cindi Place. Second, M. Dayton. Discussion followed regarding the number of members on the sub committee. The sub committee will publish an agenda and take minutes. This is a non voting committee. Motion approved by unanimous vote.

The Grant Committee met on Monday, October 24th to review the information regarding the mini arts grant. This grant awards up to \$4,000.00 with a 1:1 match. The group also heard an update from D. McGuire regarding her meeting with Ms. Caren Culver, daughter-in-law of local artist Charles Culver. Ms. Culver has expressed an interest and support of the possible public art exhibit of Charles Culver's work. This would be an outdoor exhibit. The committee would like to move forward and apply for the mini arts grant. We understand that the DDA would need to approve the request to pursue the grant opportunity and move this recommendation to the Village Council for their approval. We understand the the DDA and the Village Council will have the opportunity to review all documents prior to final submission. Deadline for submission is January 15, 2023.

Motion by M. Dayton to move the grant process to the Village Council for their approval. Second, T. Sutherland. Discussion followed and M. Dayton will present the recommendation to the Village Council at their meeting on Wednesday, November 2nd. Motion approved by unanimous vote.

Meet and Greet Review:

The Board was pleased with the turnout and felt that the public was very positive. Thank you notes will be sent to all who supported this event with location, food and a monetary contribution. It was suggested that this become a yearly event.

Bike Racks:

B. Keiser provided information under the Village update.

DDA Cup Fundraiser:

The DDA is covered under the liability insurance from the Village. There is a group of local businesses who are working together to formalize an area for outdoor alcohol consumption. The Buy Local Group is also involved and Christy Wilson will present to the DDA once a recommendation is available.

Selfie Stations:

The selfie stations would be strategically placed. Pro Image has been asked to provide an estimate on these selfie stations.

DDA Board Member Question:

D. Hoyt reported that there is no set requirement for the number of meetings a board member can miss in a year. Therefore, it is determined that D. Gajda can miss meetings due to his seasonal residence and remain on the DDA.

2023 Budget Priorities:

Following are the top five priorities for the FY 2023 - 2024 budget: The Buy Local Group, Public WiFi, Marketing and Promotions, Parking Improvements and Public Art. For the next meeting the subcommittees will provide revenue sources and proposed budgets.

New Business:

Crosswalk moved to Public Comment on Non-Agenda Items.

Miscellaneous Business of the Authority Board:

C. Place is currently working on the next DDA newsletter which the Board will review before December. Historical presentations will begin monthly on the 3rd Thursday of each month at the Bellaire Public Library. Tables and chairs from the Short's Open Space and in front of the Frontier building will be removed on Tuesday, November 1st at 9:00 am.

Public Comment on Non-Agenda Items:

Shana Minish from Terrain shared that she is working with *Harm Reduction MI* which provides a Narcan Station. This station is located next to Terrain. The Narcan Station contains Narcan, information packets on overdoses, how to use Narcan and also contains Fentanyl test stripes. Should anyone have questions, please refer them to Shana.

T. Lareau provided information from her phone conversation with M-Dot regarding a possible crosswalk from Emma's Way. Factors that were determined is that the crosswalk needs to be 300 feet from other crosswalks, ADA compliant, line of sight, loss of parking spots. In addition to this possible cross walk B. Kesier shared his current conversation with M-Dot regarding a streetscape plan that incorporates the streets to be ADA compliant which at this time they are not. It was recommended that local businesses and other interested individuals write a letter of support regarding this streetscape plan directed to Bradley Keiser, DPW Supervisor dpwdirector@bellairemichigan.com.

Adjourn:

Motion by M. Dayton to adjourn the meeting. Second, T. Sutherland. Meeting adjourned by D. Hoyt at 10:32 am. Next meeting will be held on Wednesday, November 30, 2022 at 9 am.