

**Village of Bellaire**  
**Downtown Development Authority**  
**Minutes**  
**December 28, 2022**

**Call to Order:**

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

**Pledge of Allegiance:**

**Attendance:**

Members present: Dan Bennett, Michelle Dayton, Don Hoyt, Tracy Lareau, Doreen McGuire, Cindi Place, Taylor Sutherland

Members absent: Dave Gajda, Don Seman

Public present via Zoom: Dave Gajda

Public present: Jean Bedell, Elek Hutchinson, Shana Minish

**Consent Agenda:**

Motion by T. Lareau to approve the consent agenda. Second, M. Dayton. Motion approved by unanimous vote.

**Public Comment on Agenda Items:**

None

**Unfinished Business:**

**Buy Local Update:**

The Buy Local Group did not meet in December. Due to weather the Sip and Shop event is moved to Friday, December 30, 2022. On January 17th, 9 am at M-88 Morning Grind the group will meet to discuss the “cup” fundraiser as well as the flags on the light poles.

**Village Update:**

After last month's meeting, D. Bennett sent an email update to the DDA Board regarding questions that arose during the Village Update.

Unfortunately, the landscaper who handled the seeding of the grass has stated that the fields would not be available this season as the grass is too new and would be easily damaged. The Bellaire Schools will be replacing the bleachers on the visitors side and will be donating the four sets of bleachers to be placed at the ball fields in Craven Park. Gill-Roy's Hardware has purchased the former Cruz Com location. With the recent snow storm the Village plowed numerous times and have done a great job while being short staffed. D. Bennett stated that the sidewalk snow removal is the responsibility of the owner of the property. A ceremony at the new downtown public restroom will take place when the plaque is available to recognize the Village of Bellaire and the DDA for their financial support of this project.

**Public Wifi:**

At this time no new update. C. Place stated there is a new contact person at the County. She will reach out to this person for an update regarding the monies that might be available for public WiFi.

**DDA Parking Committee:**

D. Hoyt met with Derek Coopess who is the developer of the new vacation homes project off of Broad Street and is also developing a workforce housing project near the former gravel pit. He has a background in strategic parking plans. He recommended that the first step in evaluating the parking opportunities in Bellaire would be to work with a company that specializes in parking options and have a study conducted. D. Hoyt will explore options/companies that are available to conduct such a study and obtain quotes for this project.

**Outdoor Art:**

The Grants Committee met on Tuesday, December 27th to review the mini arts grant. T. Lareau updated the DDA Board on the content of the grant request. The submission date is January 15, 2023. It was recommended that T. Lareau attend the Village Council meeting on Wednesday, January 4, 2023 at 7 pm to answer any questions that Council may have regarding the mini arts grant.

Motion by T. Lareau to bring draft proposal to the Village Council for review at their January 4, 2023 meeting. Second, M. Dayton. Motion approved by unanimous vote. T. Lareau will provide Cathy Odom a copy of the draft proposal by Friday, December 30, 2022 so that it may be included in the Village Council members meeting packets.

**2023 Budget:**

D. Gadja presented the proposed 2023 - 2024 budget to the Board.

Motion by M. Dayton to present the proposed 2023-2024 budget to Village Council. Second, C. Place. Motion approved by unanimous vote.

**New Business:**

**DDA Board Opening:**

As of today's meeting one application has been received. It was determined that in posting the open Board seat a deadline date was not stated. C.Place has volunteered to create an announcement advertising the open seat. The Board was asked to spread the word regarding the open seat. Applications are available through the Village. Applications will be reviewed at the January DDA meeting.

Motion by T. Lareau. Second, D. Bennett to set Friday, January 20, 2023 at 5 pm as the deadline to submit an application for the open DDA Board seat. Motion approved by unanimous vote.

**Block Party:**

At last month's DDA meeting, Tyler Pickard from Short's Brewery spoke about the change from the *Anni Party* to the *Bellaire Block Party* to be held on Saturday, April 29, 2023. At today's meeting the Board discussed how the DDA can be involved with this event to create awareness about the DDA as well as a possible fundraising opportunity. T. Sutherland and M. Dayton will coordinate this opportunity and report back to the DDA. Tyler Pickard from Short's Brewery will also be kept in the loop.

**Miscellaneous Business of the Authority Board:**

Motion by T. Sutherland. Second, M. Dayton to approve up to \$50.00 towards the application fee for the parking signage permit. Motion approved by unanimous vote.

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

Elek Hutchinson, Record-Eagle, Multi Media Advertising Sales Executive, introduced himself to the Board. Stated he was new to the area and will be available for business development sales.

**Adjourn:**

Motion by T. Lareau to adjourn meeting. Second, D. Bennett. Meeting adjourned by D. Hoyt at 10:50 am. Next meeting will be held on Wednesday, January 25, 2023 at 9 am.

Approved Wednesday, January 25, 2023

Meeting minutes compiled by D. McGuire