

**Village of Bellaire
Downtown Development Authority
Minutes
Wednesday, November 17, 2021**

I. Call to Order:

Chairperson D. Hoyt called the meeting to order at 9:00 am.

II. Pledge of Allegiance:

III. Attendance:

Members Present: Dan Bennett, Don Hoyt, Mark Irwin,
Tracy Lareau, Doreen McGuire, Taylor Sutherland.

Members Absent: Dave Gajda, Cindi Place and Don Seman

Public Present: Shelly Dayton, Joe Short, Shannon Morgan, Julie Hay,
Kellie Mungenbier and Nicole Essad

IV. Consent Agenda:

Motion by T. Lareau to approve the consent agenda as amended adding board member terms and guests Julie Hay and Kelly Mengebier to speak on receiving Federal Funds for Community Development. Second by M. Irwin. Motion approved by unanimous vote.

V. Public Comment on Agenda Items:

Chairperson D. Hoyt addressed that comments by the public will be limited to the Public Comment sections of the agenda which follows Robert's Rules of Order.

VI. Unfinished Business:

Buy Local Update - Shelly Dayton

The downtown businesses Holiday Open House is scheduled for Saturday, November 20th. Shop Small Saturday is scheduled for Saturday, November 27, 2021. Next meeting for the Buy Local Group is scheduled for Tuesday, November 23, 2021.

Village Update

The Village of Bellaire Police Department will be moving upstairs in the Village Hall. The police cadet's training is going well and will be on board soon. Fencing at the ball fields is on order.

Marketplace/Mixed Use Building Update

A presentation was heard from Joe Short and his colleague, Shannon Morgan of Renovare Development. The Marketplace project proposed location is across the street from the pub between the pharmacy to Corner Bistro. The proposed site possibly will offer a mixed use of professional space, commercial space, workforce housing, retail. The project is in the exploration of opportunity stage which includes researching Federal funding of the project. The presenters stressed the project has a lot more to do. Public sessions will be held to communicate the project once the funding is in place.

Unified Action Plan Update

Still waiting on cost estimates from Aspen. M. Irwin commented that the Unified Action Plan Committee surveyed 14 community groups and the results listed public WiFi as a top priority. There is also grant monies that have been received to implement the program.

Way Finding Signage

The Village approved the placement of the map at the new public restrooms. Suggested revisions/edits will now be sent to R. Krino to update the DDA parking map. A draft of this map should be available at the December 29th meeting.

Live Streaming Meetings/DDA Communication

Guidelines for allowing public viewing and participation in Bellaire DDA monthly meetings was created by C. Place. The ZOOM access will be available at either the December or the January meeting. A motion by T. Lareau to approve the public viewing guidelines. Second T. Sutherland. Motion approved by unanimous vote.

Downtown Development Surveying

The survey has been created by T. Sutherland and reviewed by the board. The survey, which is an electronic document using Survey Monkey, will be emailed today to all the downtown businesses. The board is asking that the survey be returned in the next two weeks.

VII. New Business:

The December DDA meeting will be held as scheduled on Wednesday, December 29th in the Village Council room at 9 am.

2022 proposed budget was reviewed. The board will vote on the budget at the December meeting.

Terms expiring in February 2022 are M. Irwin and D. McGuire. M. Irwin will let the board know of his intentions by the end of the year. D. McGuire expressed an interest in continuing on the board.

Presentation by Julie Hay of J. Hay Consulting LLC and Kelly Mengebier of Shades of Green regarding the opportunities of receiving Federal funds through grants. Both companies are experienced grant writers working with non profits along with municipalities.

VIII. Miscellaneous Business:

The tables and chairs that are currently in the parking lot between the pharmacy and Bee Well Mead & Cider will remain outside as they continue to be used.

IX. Public Comment on Non-Agenda Items:

J. Short suggested that the Village engage the services of J. Hay Consulting LLC and Shades of Green.

X. Adjourn:

Motion by T. Lareau. Second T. Sutherland to adjourn meeting. Meeting adjourned by Chair D. Hoyt at 10:27 am.