

Village of Bellaire
Downtown Development Authority Minutes
Wednesday, January 31, 2024

Call to Order:

Meeting called to order by T. Sutherland at 9 am.

Pledge of Allegiance:

Attendance:

Members Present: Michael Belanger, Dan Bennett, Michelle Dayton, Don Hoyt, Doreen McGuire, Cindi Place, Taylor Sutherland

Members Absent: Dave Gajda, Tracy Lareau

Public Present: Jean Bedell, Janet Koch, Christy Wilson, Jessica Berends

Zoom Attendees: Dave Gajda

Consent Agenda:

Additions to the agenda under New Business, Marketing and Communications Committee and Michigan Downtown Association.

Motion by C. Place to approve the Consent Agenda with additions to the agenda. Second, M. Dayton. Motion approved.

Public Comment on Agenda:

None

Unfinished Business:

Buy Local Update

Art is Sweet Bake Off is Saturday, March 9, 2-5pm. This year's event will have 9 bakers and currently at 5 artists. Flip Flop and Flamingos, Saturday, April 20th. Discussion is on going about a possible new event downtown, a Home and Garden Show in May. Working on downtown maps and welcome packets.

2024 Purchasing Policy

This will be moved to next month's agenda. We will review purchasing approvals. Also a discussion will take place regarding a more speedier process in approving advertising purchases.

2024 Budget Report

Moved to New Business.

Village Update

D. Bennett presented the Village update. Ball diamonds will be completed soon and the fields will be ready for this year's baseball season. There is a Antrim County Sheriff Sergeant assigned to Bellaire. The DDA budget was reviewed by the Administrative Committee, public hearing for the budgets are set for Wednesday, February 21st.

Public Wifi

No update at this time.

DDA Parking Committee Update

No update at this time. It was mentioned that possibly to look at angle parking on Broad Street. Fences around the County Building have been moved which will allow for more parking after 5 pm. It was suggested that Parking Committee remain as an agenda item moving forward.

Grants Committee Update

Extended Call for Artists until February 16, 2024. Currently at 6 submissions with 2 more expected. The Grants Committee will be resending to their email lists the extension for the Call for Artists. This exhibition budget also includes a line item for more Community Outreach. We will be working with the Bellaire Public Schools and other community organizations so they can share in the art exhibition experience. Received one quote for the photography work on the exhibition. Deadline to submit a quote is Friday, February 9, 2024. Approval for accepted quotes will be made at the February 28th DDA meeting. It was shared that T. Lareau spoke with Mary Gillett from the Northwest Michigan Arts & Culture Network. Mary mentioned that the representative from Interlochen was very impressed with the public art exhibitions that have/are taking place in Bellaire. After this exhibition opens they will bring a panel discussion to Bellaire, showcasing *Unique Art of Antrim County*. Tracy Lareau was presented with a plaque by the DDA in recognition of her service and commitment to the DDA.

New Business:

2024 Officer Nominations/Advertising Positions

The following DDA Officers for 2024 are: Michelle Dayton, Chair; Michael Belanger, Vice-Chair; Dave Gajda, Treasurer; Doreen McGuire, Secretary: Discussion followed regarding the two open DDA Board seats. D. Hoyt will look for the ad that was placed for previous board openings. Applications are available at the Village Offices. It was reiterated that the majority of the DDA Board is required to have a business interest within the DDA boundaries. Interviews will be held at the February 28, 2024 meeting.

Buy Local Budget 2024

M. Dayton reviewed the Buy Local budget stating that there is \$313 currently left. The flowers that are planted in the spring are the largest part of the Buy Local budget in excess of \$2000. The budget is currently at \$5300. She is requesting that with the projected increase in the cost of the flowers and the addition of an event that the budget be increased by \$1,000 to \$6300. Motion by C. Place to increase the Buy Local budget by \$1,000. Second, M. Belanger. Motion approved. D. Gajda will prepare the adjustment to the budget and send to N. Essad.

Linking Art Page to Village Website

The Grants Committee would like to add the art exhibition link to the Village of Bellaire DDA website page. **The website is bellaireart.wixsite.com/bellaireart.** Consideration should be given to adding the DDA Board Application to the DDA page. C. Place volunteered to set up a meeting with N. Essad to discuss how to move forward with this idea.

Quarterly Newsletter

C. Place presented the quarterly newsletter and the format that is used. The newsletter is a great way for the DDA to share news and updates.

Marketing and Communications Committee

It was discussed that consideration should be given to the creation of a Marketing and Communications Committee. This committee would work on the website, flyers, advertising and other forms of communication. Motion by C. Place to create the Marketing and Communications Committee. Second, D. McGuire. Motion approved.

Michigan Downtown Association

M. Dayton spoke about the opportunity she had to meet the Director of the Michigan Downtown Association. They were at Shanty Creek for their organization's meeting. There are a number of northern Michigan towns that are members of this association. It was suggested that we might want to speak with a

few of these communities to find out the benefits of being a member. **Their website is www.michigandowntowns.com**. We will discuss at next month's meeting if we should consider joining the Michigan Downtown Association.

Miscellaneous Business of the Authority Board:

None

Public Comment on Non-Agenda Items:

J. Koch, Deputy County Administrator, provided an update from the County and distributed the January Antrim County Bulletin. The Sheriff's Office is moving to the Health Department building on Broad Street which will be a shared space between the two departments. The fences have been moved which allows for more parking. Inside work continues at the County Building as well as exterior work. Project scheduled for completion Spring 2024. Bellaire Lofts project has been sent to the Brownfield Redevelopment Authority. The State of Michigan has the final say on this project. She also spoke about the survey results for the Public Safety Center. At this time the Board of Commissioners have not made a motion to include a proposed millage vote on the upcoming ballot.

C. Wilson announced the Bellaire Chamber of Commerce has two open Board seats.

Adjourn:

Motion by M. Dayton to adjourn. Second, M. Belanger. Meeting adjourned at 10:01 am.

At the conclusion of the meeting, Taylor Sutherland was presented with a plaque by the DDA in recognition of his service and commitment to the Village of Bellaire Downtown Development Authority.