

DRAFT
Village of Bellaire
Downtown Development Authority Minutes
Wednesday, January 29, 2025

Call to Order:

Meeting called to order by M. Dayton at 9:00 am.

Pledge of Allegiance:

Attendance:

Members Present: Dan Bennett, Margie Boyd, Jamie Creason,
Michelle Dayton, Dave Gajda, Don Hoyt, Doreen McGuire, Adrienne Wolff

Members Absent: Michael Belanger

Public Present: Janet Koch

Zoom: Danielle Lynch

Consent Agenda:

Motion by M. Boyd to approve the Consent Agenda. Second, J. Creason.

Motion Approved.

Public Comment on Agenda:

D. Bennett suggested that the Village purchase a sound system which will assist at meetings and allow attendees to hear all comments.

Unfinished Business:

Buy Local Update

M. Dayton reported. The attendees at the meeting reported that the 2024 was disappointing sales. Began planning events for 2025. March 8th will be the Bake-Off which will be coordinated by J. Creason. This event will also be held in conjunction with the Slush Cup. The M-88 Market Tour will be hosted the same week as the 2025 Hall Financial Michigan Open which will be taking place at Shanty Creek. The Bellaire Chamber was also in attendance adding tentative dates for their sponsored events. Thank you to J. Creason for the social media posts. FB had 46,000 views, down 23%. Instagram up 15%, 31.9% views from non

followers. Also discussed was various ways to advertise. Next meeting, Tuesday February 25, 2025 at 9 am.

Village Update

D. Bennett reported that the auditor stated the Village is in good financial shape. Fund equity is at 35%. DPW is full staff. Beginning the search for Police Chief so that Chief Drollinger is able to train the incoming officer prior to his retirement. The Antrim County Sheriff does have a full-time presence in Bellaire.

Grants Committee

D. McGuire stated that there were no new updates. It was discussed that since there is no grant in place to provide another public art exhibition should the posts be removed. It was decided to leave the posts and to create art, possibly the youth submissions from the banner program. D. McGuire will obtain a quote from Pro Image for fabricating 8-10 images. D. Bennett suggested looking at works of M. Ellison, possibly veterans or honoring local heroes. Discussion to continue at the February meeting.

Marketing & Communication

DDA Logo/Design Quote - The two quotes were reviewed and after discussion it was decided that the DDA would like to move forward with pd graphic design, Terrie Ramage. Motion by D. Hoyt to move forward with Terrie Ramage in the amount of \$350 for the DDA logo design contingent on the approval of the Village Council and if the expense is not included in the budget, to amend the budget at the February 26, 2025 meeting. M.Boyd, second. Motion approved.

Marketing Video - No new updates.

Map Update for Restroom Pavilion - Tabled to a future 2025 meeting.

Banner Program

D. McGuire provided the following update. Currently we have received “7” submissions. Expecting approximately “40” from the schools. With the deadline being January 31st for submissions it was decided to extend the date to February 14th. J. Creason will update all the social media platforms. D. McGuire will update the materials for submission to reflect the new deadline.

Parking Committee

No new updates. Future communication with the businesses regarding spaces needed, which spots are available and parking signs.

DDA Budget 2025

On the Village Council Agenda February 5, 2025.

New Business:

Review of Applications for DDA Open Board Seat

Three applications have been received, Tom Shilts, Danielle Lynch, and David Drummond. The Board reviewed and discussed each application. Motion by M. Boyd to recommend Tom Shilts to fill the vacant DDA Board seat to the Village Council for approval. J. Creason, second. Motion approved.

DDA Treasurer Review of Options

With the end of the term of Treasurer, D. Gajda discussion took place regarding next steps for a replacement as the current Board does not have anyone who can take that position over. According to the by-laws the DDA Board can contract with an outside person to manage the Treasurers' role. An amount of \$5,000 a year compensation was mentioned and should the DDA contract with an outside individual the budget would need to be amended. Options and possible individuals were discussed with no decision. This will be discussed further at the February meeting.

ASI Printer Donation

The donation of the printer is greatly appreciated. Motion by D. Gajda to amend the budget by \$400.00 to cover the costs of toner and paper. Second, J. Creason. Motion approved.

Presentation from ASI Indoor Recreational Facility

An informational piece was reviewed that the DDA received from Area Seniors regarding the proposed Community Recreation Center. As discussed this will be great for the community. It was also mentioned that members could individually write a letter of support if they chose. The proposed facility would be located outside the DDA area.

2025 Hall Financial MI Open Championship

The championship will be taking place at Shanty Creek, June 9-12. We will explore marketing opportunities possibly a Facebook ad.

Miscellaneous Business of the Authority Board:

D. McGuire presented a letter of recommendation for Austin Rowlander. The Board reviewed the letter and copies were sent to Austin. Lou Anne Cooper from the Bellaire Historical Society has reached out to the DDA to assist with involving students in their program. D. Hoyt stated he will handle reaching out to the schools for community involvement. The walking track is now open at the high school. Moved by D. Bennett that the DDA Officers for 2025 remain the same.

Nominations closed. The officers are: Michelle Dayton, Chair; Michael Belanger, Vice Chair; Doreen McGuire, Secretary.

Public Comment on Non-Agenda Items:

Janet Koch, Deputy Administrator Antrim County, distributed the monthly newsletter. County elevators will be operational soon. The County Commissioners approved the Public Safety Center. No new taxes, 25 year bond and fund balance will support this project. RFP's will go out soon, lots of interest.

Adjourn:

Meeting adjourned at 10:31 am.

Approved:
Minutes compiled by: D. McGuire