

**Village of Bellaire
Downtown Development Authority Minutes
Wednesday, October 25, 2023**

Call to Order:

Meeting called to order by D. Hoyt at 9 am.

Pledge of Allegiance:

Attendance:

Members Present: Michael Belanger, Dan Bennett, Don Hoyt, Doreen McGuire, Cindi Place

Members Absent: Michelle Dayton, Dave Gajda, Tracy Lareau, Taylor Sutherland

Public Present: Jean Bedell, Janet Koch

Zoom Attendees: Dave Gajda, Tracy Lareau

Consent Agenda:

Motion by M. Belanger to approve the Consent Agenda with grammatical changes to the minutes. Second, D. Bennett. Motion approved.

Public Comment on Agenda:

None

Unfinished Business:

Buy Local Update

The holiday open house will take place in November. With posts being left in after the public art exhibition is removed a wreath contest has been discussed. M. Dayton will provide a more in-depth update at the November meeting.

Village Update

D. Bennett presented the Village update. The Village is experiencing financial issues largely in part to Proposal A and the Headlee amendment which

does not allow for income to be raised. Currently there is one police officer, hours for Village staff have been cut to 32 hours. Village office hours have also been cut: open Tuesday and Wednesday, Monday and Thursday by appointment and closed on Friday. The Treasurer/Deputy Clerk, Cathy Odom, has resigned and her position is being posted. It was also mentioned by the Village that as a cost savings to disband the DDA. D.Bennett assured the Board that he would not support this. The Village is looking at the new construction in the area which will add income but not until next summer. D. Bennett stated that a millage has not been raised in 30 years. Currently looking at listing the 30 acre vacant parcel at Orchard Hill Road.

Purchasing Policy Follow up

Reviewed the information that D. Gajda presented in the Board packet. The Buy Local, Grants Committee, and Parking Committee should appoint designated purchasers and selected vendors to present to the Board under the new Purchasing Policy. This information will be discussed at next month's meeting.

Public Wifi

Nothing new to report.

DDA Parking Committee Update

D. Hoyt stated that he and T. Sutherland will have an update at the November meeting.

Grants Committee Update

The balance of MACC Grant was received in the amount of \$750. Current balance for the Culver Public Art Exhibition budget is \$1112.83.

D. McGuire stated that all the businesses that have the art installed at their locations have been notified that the art will be removed on Wednesday, November 1st at 9 am. The auction closes on Wednesday November 1st. C. Place will handle the notification and payment from the high bidders. D. McGuire will coordinate the delivery of the art to the purchaser.

The committee met on October 3, 2023. The new MACC Grant ends 9/30/24 and is restricted money. A timetable was set with the juror being selected.

The committee also discussed the process for Request for Proposal (RFP). T. Lareau will contact Nicole Essad regarding the language for the RFP. C. Place volunteered to create the website that will be a stand alone and will handle call for artists, juror information, auction information and email opportunity.

D. McGuire will be stepping down as Chair of the Grants Committee at the conclusion of the Charles Culver Exhibition.

Next Grants Committee meeting will be held Tuesday, November 28, 2023 at 9:30 am.

Meet and Greet

Will be held on Wednesday, November 8, 2023 at the Fireside Lounge from 5 - 6:30 pm. D. McGuire has distributed the flyers downtown. C. Place will contact T. Sutherland regarding the appetizers for the event.

D. McGuire brought to the Board that two key members will be ending their tenure on the DDA Board in 2024. T. Lareau has spoken with Nicole Essad regarding membership on any of the committees if you are not a DDA Board member. One cannot serve in an official capacity if they are not a member of the DDA.

New Business:

Website Update

Given the current staffing circumstances with the Village it was decided to table this until next month.

2024 Budget Rankings

D. Gajda created the DDA Plan Priority Rankings for the budget year 2024-25. The Board reviewed the list and discussed each item. The Board presented a modified version. D. Gajda will update the rankings and send them to the Board for final discussion at the November meeting.

2024 Officer Nominations

The following have been nominated for the 2024 DDA Officers: Taylor Sutherland, Chair. Nominated by D. Hoyt. Michelle Dayton, Vice Chair. Nominated by D. McGuire. Dave Gajda, Treasurer. Nominated by D. Gajda. Doreen McGuire, Secretary. Nominated by D. McGuire.

Sidewalks

M. Dayton followed up with Nicole Essad and T. Lareau regarding responsibility of the sidewalk snow removal. M. Dayton will pass the information along to the Buy Local Group. T. Lareau will followup with businesses that are not on the email list. C. Place will include in the Winter DDA Newsletter the information regarding responsibility of the business owner to clean the snow from the sidewalks.

Tables and Chairs

Tables and chairs will be removed on Wednesday, November 8th at 9am. We will meet at the public restroom.

Miscellaneous Business of the Authority Board

None

Public Comment on Non-Agenda Items

J. Koch, Deputy County Administor provided an update from the County and distributed the October Antrim County Bulletin.

T. Lareau asked the question via Zoom of D. Bennett. Can the Village put on the ballot to move an x% from water to something else? D. Bennett has checked with the State and the answer is no.

T. Lareau stated via Zoom that Bradley Keiser has met with M Dot regarding the streetscape of which the DDA did support with letters. He was told that it would take five years before approval is given. We are currently in year two of waiting on approval.

Adjourn

Motion by C. Place to adjourn. Second, M. Belanger. Meeting adjourned at 10:35 am.