

**Village of Bellaire
Downtown Development Authority Minutes
Wednesday, February 28, 2024**

Call to Order:

Meeting called to order by M. Dayton at 9:10 am.

Pledge of Allegiance:

Attendance:

Members Present: Michael Belanger, Michelle Dayton, Don Hoyt,
Doreen McGuire

Members Absent: Dan Bennett, Dave Gajda, Cindi Place

Public Present: Jean Bedell, Bradley Keiser, Janet Koch

Zoom Attendees: Dave Gajda

Consent Agenda:

Motion by M. Belanger to approve the Consent Agenda. Second, D.
Hoyt. Motion approved.

Public Comment on Agenda:

None

Unfinished Business:

Buy Local Update

M. Dayton reported that the welcome packets are now available and will be distributed to area realtors. The maps are in the process of being finalized. The Art is Sweet event is Saturday, March 9th. Flip Flops and Flamingos will take place on Saturday, April 20th. The Home, Cottage and Garden Show will take place in downtown Bellaire on Saturday, May 18th. M. Dayton stated that the Village Council approved the budget. Traverse Bay Lifestyles summer issue will feature Bellaire.

2024 Purchasing Policy for Advertising

Discussion was held on the payment of advertising invoices upon receipt instead of waiting for approval at the monthly Board meeting. M. Dayton has purchasing approval from the policy that was approved. She will submit invoices for payment as soon as they are received and report at the Board meeting as to what was paid.

Village Update

D. Bennett was not in attendance, Bradley Keiser provided the Village update. He has been working on a Streetscape Grant opportunity with M-Dot for 5 years. The work would be to bring our downtown streetscape to ADA Compliant. Any written support from the community can be directed to B. Keiser at the Village of Bellaire DPW which he will then present to the grant committee at M Dot. D. McGuire suggested that at the next Meet and Greet B. Keiser present on this project and how the community can support the project through writing a letter of support. He also spoke about the banners on the 53 downtown light poles. This banner project has been handled by the Village. After discussion by the DDA it was decided to approach the Village Council to take this program over as a fundraiser for the DDA. A member of the DDA will attend the next Council meeting to seek approval. Motion by D. Hoyt to take over the banner program from the Village. M. Belanger second. Motion approved. The Village Clerk job posting has received many applications.

Public Wifi

None

DDA Parking Committee Update

D. Hoyt asked B. Keiser if angle parking might be an option for Broad Street. There are many factors to review before a decision is made. Ongoing discussion.

Grants Committee Update

D. McGuire reported that there were 14 submissions received for the next art exhibition. The Juror will be reviewing the submissions and a decision will be forthcoming. James Sullivan is the photographer for the exhibition.

Marketing and Communications Committee

At the March meeting we will decide when the next Meet and Greet will take place.

Michigan Downtown Association

The general consensus from the Board is that the Michigan Downtown Association would be beneficial to join. Motion by D. Hoyt to move forward with membership with the Michigan Downtown Association with dues not to exceed

\$500.00. Second, M. Belanger. Motion approved. M. Dayton will contact the Association to determine the dues.

Update - Linking Art Page to Village Website

Tabled until next month.

New Business:

Review of Applications for Open DDA Board Seats/Schedule Interviews

The DDA was very pleased to receive five qualified applications for the two open board seats. Discussion took place and recommended that we invite all five candidates for an interview. M. Dayton will invite the five candidates to the Wednesday, March 27th meeting and at that time the interviews will take place.

Upcoming Bellaire Chamber Dues and Advertising in Life on the 45th

M. Dayton will check on the new charge for the Bellaire Chamber dues. Tabled and add to the March agenda for discussion of membership.

Miscellaneous Business of the Authority Board:

Maxwell Medals invoices will be approved for future plaque purchases. The Home, Cottage and Garden Show overflow vendor space will be on Broad Street. To close Broad Street the Village Council will need to approve. This request will be submitted at the April Council meeting.

Public Comment on Non-Agenda Items:

J. Koch distributed the County newsletter. She provided an update on the construction of the Antrim County Administrative Offices. Windows should arrive in the next few weeks. Open house will take place sometime in May/June. The Public Safety Center work group met to share thoughts, concerns, questions and ideas. Anticipation of a millage will be on the November ballot. Still working on the numbers.

Adjourn:

Motion by D. Hoyt to adjourn. Second, M. Belanger. Meeting adjourned at 10:20 am.