

DRAFT
Village of Bellaire
Downtown Development Authority
Minutes
May 31, 2023

Call to Order:

Meeting called to order by Taylor Sutherland at 9:00 am.

Pledge of Allegiance

Attendance:

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

Members absent: Dave Gajda

Public present via Zoom: None

Public present: Jean Bedell, Shana Minish

Consent Agenda:

C. Place motion to approve consent agenda, M. Belanger second, motion approved.

No public comment on consent agenda.

Unfinished Business:

Buy Local Update

S. Dayton shared information about the Spring Fling that took place previously. Feedback is that there was more foot traffic, a steady flow of people coming into stores, and new audiences. Overall positive.

Downtown Bellaire Map for 23/24 did not arrive in time for Memorial Day and she is looking into this.

The flowers in the Village were planted as well as the tables and chairs are in place and the parking signs are up. Bellaire map that will include the four seasons guide is underway. The DPW of the Village have been fixing and addressing the flags on the lamp posts in downtown. C. Place asked a question about the American Flags on the lamp posts

throughout the Village for Memorial Day and the weight of the flags. Previously, the Village has shared that the lamp posts can't hold more weight but the flags put up for Memorial Day were added and did that add weight. S. Dayton inquired about adding flags for special activities, like the Culver Exhibition. D. Bennett shared that he would follow up with B. Kaiser. D. Hoyt shared that perhaps a banner could go up near Richardi Park about the exhibition and the Village has been supportive in the past.

The next Buy Local event will be held in the Fall for the Art and Music stroll and a date will be determined later.

Village Update

Dan Bennett asked if the DDA are able to put tables and chairs on the courthouse lawn. S. Dayton shared that she is waiting to hear from the County about the Parking Signs they recently removed.

D. Bennett shared that the Village needs a third police officer and a third millage. Police are non-income generating so there is no revenue to pay for this. This millage may be on the ballot in November. The Village will need to share information to raise awareness about how the funding works. D. Bennett shared information about how the prior police officer received education paid for from the Village and the person has to work for five years at the Village. He shared how difficult it is to find people for the Police. C. Place offered the Public Library for a "safe space" for a Town Hall about the millage. D. Bennett shared that they will be going door to door and S. Dayton asked for any flyers or information and she would be happy to share with the Buy Local group.

D. Bennett shared that the Village looks good, reaction to the bathrooms has been good, ballpark is coming together, and the remodeling of Richardi park will be forthcoming. D. Hoyt and S. Dayton shared positive feedback about the recent community conversation about updating the park.

T. Sutherland shared that he liked D. Bennett's idea of having table and chairs at the Courthouse and reiterated that the parking signs were recently taken down. D. Hoyt shared that there is most likely new people involved with the County and that is why things might have been different this year. S. Dayton shared that we would need to go to "Marge" for approval and the County Commissioners meet twice a month. D. Hoyt shared that perhaps he could talk directly with Jason at the County about this. S. Dayton shared that she still has a couple of extra signs and she pointed out where signs (three) would go in front of the Courthouse and one behind a County Building. D. Hoyt will follow up with Jason and see if he directs the DDA to formally go before the County Board of Commissioners about the signs.

D. Hoyt asked if there were tables and chairs left to be placed. S. Dayton shared that the DDA had talked previously about placing tables and chairs near the bathroom pavilion. D. McGuire shared that she is meeting with B. Kaiser this week and will ask about trimming up the tree in front of the bathroom pavilion to support tables going there. S. Dayton asked that the DDA ask permission of the Village at their next meeting to place tables and chairs there.

D. Hoyt shared that the owners of Ruthies were not supportive of placing tables and chairs as discussed at the last meeting. As a result, the tables and chairs will need to go elsewhere.

S. Dayton said that the piano planned under the pavilion is missing but the School is looking for it and S. Dayton shared that she has offered to help move it to the pavilion once located.

D. Bennett asked about the Frontier Building and shared a thought about adding a mural as a potential and future DDA project. S. Dayton and C. Place shared positive feedback about murals and the thought that this could be a future artist project for the DDA.

M. Belanger inquired about the look of the fence around Shorts. S. Dayton shared that it would be a great place for art. M. Belanger asked if it possible for the DDA to have a section to promote items on the fence. T. Lareau inquired who will contact Shorts. T. Sutherland shared that he will follow up with Scott from Shorts about this. D. McGuire recommended contacting Sarah first at Shorts. T. Sutherland indicated that he will follow up Sarah.

Public Wi-Fi

C. Place said that she went to the MIHI meeting in May and heard from the eight-person panel that is over the monies from the State for MIHI. Someone from the Department of Commerce attended and she learned that there is a FCC map that indicates if you are underserved or not for Wi-Fi. This panel has traveled thousands of miles to confirm or make challenges to the FCC's map and they have been making challenges to the map for changes.

Bellaire was shown as "covered" on the FCC map but the panel challenged this and it was changed to "under served." C. Place shared that there was discussion at the meeting she attended that if Spectrum, for example, puts in infrastructure from the Government's funding that a user can only use Spectrum and that it should be opened to other users. According to C. Place, it appeared that the panel heard this comment and seemed to understand it. She served on a group discussing affordability and the feedback from her group was about the Government providing funding for infrastructure but then what happens if a user can't afford to use it when they go to secure internet service.

C. Place shared that this is different than the money from the ROBIN grant. C. Place shared that she was very impressed with this panel and believes that there might be a report in

September from this group with a final report in December and that the grant monies would go to the providers after that. This panel made over 1,000 challenges to the FCC map that were accepted.

C. Place shared that starting early 2024 we will start to see how activity unfolds and that she receives newsletters about this.

DDA Parking Committee

D. Hoyt shared that the DDA has received two different quotes for a parking survey. One was approximately \$15,000 and one for approximately \$7,000. D. Hoyt asked for T. Sutherland to share the quote information again with the Parking Committee so that the Committee can review it and then begin to move forward both in the short term and long term. D. Hoyt shared that this work will also help the DDA become eligible for grant funding. Discussion about when there would be a meeting for the Parking Committee and the need for it to be a posted public meeting. D. Hoyt indicated that once scheduled, it would need to be posted and minutes taken. C. Place asked if we can ask the firms with quotes to share information about grant opportunities. D. Hoyt shared that at least one of the companies will do so. D. McGuire commented about the number of firms providing quotes. D. Hoyt shared that he contacted four firms and not all responded.

Outdoor Art

D. McGuire shared that there will be an Opening Reception for the exhibition on Monday, June 12, 2023 at the Bellaire Public Library. It will not be open to the public as it will be invitation only to the donors, business supporters displaying the art, Village of Bellaire Council, and the Culver Family. T. Lareau is doing the wine and D. McGuire will handle the catering. She shared a copy of the invite and asked to have the Library's address added to the electronic invitation. **NOTE:** The Village of Bellaire responded to an inquiry from DDA member, T. Lareau, after the meeting about if the exhibition opening will need to be open to the public since it is an exhibition and event led by the DDA. The Village Clerk and Treasurer indicated that the opening must be open to the public. D. McGuire shared that the Library is open for normal hours during the exhibition and therefore it will be easy to ensure that the opening is open for the public. Also, the Village Treasurer stated that no formal DDA business can be discussed at the opening.

D. McGuire shared a quote for the plaques for the artwork and talked about the sizes, information, etc. She thanked S. Dayton for picking up the art and also shared that the final invoice from Pro Image came in \$400 lower than planned at \$2,138. S. Dayton commented about how great that work turned out and that the pricing was very very reasonable. For 13 plaques the quote is \$388.16.

D. McGuire has been in contact with the person from the Frontier Building about the large Lion print for the exhibition going in the lawn or on the building itself. D. McGuire said that she will talk with Sarah at Shorts about moving the Tiger from the side of their building to their fence. The agreements from the businesses to display the work will be signed by T. Sutherland today. S. Dayton inquired if the DDA needs to provide copies to the Village of Bellaire for their files. D. McGuire shared that she is meeting with B. Kaiser from the

Village about placement for two works the Village will place the works.

T. Lareau asked if the Village Council will be invited to the opening. The answer is yes. C. Place offered to email the invitation out.

S. Dayton shared that three people met last Sunday to begin to frame the works and so far, there is approximately 30 hours already invested in this. She shared that the framing is mostly completed and talked about the process and the great work of Jeff Krino and Terry Coates. Waiting for "Miss Dig" but are able about moving forward with installation.

D. McGuire inquired about an account for Bellaire Hardware. S. Dayton shared that for ease right now, they are using the Flying Pig account but that the DDA should have their own account moving forward. D. McGuire said that she needs items for poles and flags. D. McGuire shared that we are also under in other areas on the budget.

S. Dayton is working on the exhibition pamphlet and will have enough printed to be handed out to business downtown. D. McGuire asked about the fold and that it will go across the writing. S. Dayton shared that it will be folded no matter what and once the final draft is back, the DDA can look at where the fold will be.

S. Dayton purchased Charles Culver notecards and asked the DDA to sign and she will send to all of the donors. The exhibition pamphlet will be sent to donors with the card and the invite to the reception. S. Dayton read the wording for the notes and read the information out loud. The DDA was supportive and will send them out. T. Lareau will send S. Dayton the name and address for our contact at the Michigan Arts and Culture Council.

C. Place will make a few copies of the exhibition opening for mailing but the others will be emailed.

S. Dayton shared again that Jeff Krino is amazing.

T. Lareau shared that the State has provided an extra \$1,000 for the exhibition.

C. Place shared that we should have put the DDA newsletter on the agenda. T. Sutherland will do so.

New Business:

Directory page update

T. Sutherland shared D. Gajda's feedback about having the DDA to have its own landing page. T. Sutherland will bring it up at the Village Council meeting as well as opening an account at Bellaire Hardware.

Parking Signs

Previously discussed.

New Grant Opportunity

T. Lareau shared that there is a new mini grant opportunity from the MACC, the same funding source for the Culver Exhibition. The awards are up to \$5,000 and similar to the last grant, the DDA would need to approve a submission proposal and also match any funding, in-kind could be used for the match, from the MACC. Like last time, if approved by the DDA, this would need to go to the Village of Bellaire Council before any submission. T. Lareau shared that for ease, the concept previously approved when the DDA applied for the Consumers Energy Pitch contest is being recommended. The concept is an exhibition that is juried and a call for submissions for rural artists would be open in December after a Juror is selected, the selections made by the Juror in February, and then the exhibition could go up at any time. Unlike the Culver exhibition, this could be an indoor and/or indoor/outdoor exhibition, depending on the parameters of the call for entries and the selections by the Juror.

The grant period is from October 2023 – September 2024. D. Hoyt asked if the exhibition could stay up longer. T. Lareau shared that the exhibition could go up anytime during this grant period and stay up as long as the DDA would like. C. Place stated that the grant monies, if awarded, would need to be expended during the grant period but the exhibition could go up whenever and remain up. T. Lareau shared that similar to the Culver exhibition, the intention would be to involve the Bellaire Schools in some way and that the budget for this new proposal also includes a little bit of funding to support “activations,” so to speak, for the Schools, Library and Senior Center.

T. Lareau shared that any motions today would need to include approval to submit a proposal, approval to take it to the Village Council for review and consideration, and also a request to amend the DDA’s budget to allow for the DDA to cover the \$5,000 match for the MACC grant funding if awarded. Similar to the Culver exhibition, the DDA could fundraise for the exhibition to lessen the impact on the DDA budget.

S. Dayton made a motion to approve the submission, budget update, and to present to Village Council. M. Belanger, second. Motion passed.

Newsletter

C. Place shared that it prints different than when it is emailed and shared a draft. S. Dayton will provide the names for the pictures and C. Place asked if there are any changes to the newsletter.

Miscellaneous Business of the Authority Board:

S. Dayton shared that the DDA Meet and Greet made it into the *Antrim County Review* and shared that there seemed to be different people in attendance, which seemed good. Also, she shared that in *Traverse City Magazine*, for “Red Hot Best,” there are twenty-something mentions of Bellaire Businesses. She shared that the M88 outdoor sale is Father’s Day weekend and handed out flyers and asked to put them up or share them if someone wants to do a garage sale that weekend.

S. Dayton brought up a “Skateboarder Issue.” There were two kids in the courtyard and told

them that they need to move. She is going to contact Chief Drollinger to raise awareness of the skateboarders and also raise awareness of the upcoming exhibition and thoughts about having up signs that say “smile you are on camera” to help deter anything happening to the exhibition. C. Place asked about Richardi Park and the skateboard park. The equipment is currently covered in the park and the plastic sheeting needs to come down. S. Dayton expressed her concerned about the prior issues of skateboarding and vandalism and will be proactive in contacting Chief Drollinger.

D. McGuire asked if we could put a couple of tables and chairs at the Stonewaters Inn. S. Dayton shared that perhaps the DDA can consider benches closer to the sidewalk for people to sit and perhaps they are a pretty blue to coordinate with the trash bins and planters. C. Place shared that several other communities have them and we will need to think about ease of plowing, etc.

Public Comment on Non-Agenda Items:

None

Adjourn:

Motion by C. Place to adjourn meeting. Second by D. McGuire. Meeting adjourned by S. Dayton at 10:18 am.

Approved: June 28, 2023

Meeting minutes compiled by T. Lareau