

DRAFT
Village of Bellaire
Downtown Development Authority Minutes
Wednesday, April 30, 2025

Call to Order:

Meeting called to order by M. Dayton at 9:01 am.

Pledge of Allegiance:

Attendance:

Members Present: Dan Bennett, Michelle Dayton, Doreen McGuire, Tom Shilts

Members Absent: Michael Belanger, Jamie Creason, Don Hoyt, Adrienne Wolff

Public Present: Janet Koch

Consent Agenda:

Motion by M. Boyd to approve the Consent Agenda. Second, D. Bennett. Motion approved.

Public Comment on Agenda:

None.

Unfinished Business:

Buy Local Update

M. Dayton reported. Flip Flops and Flamingos went ok, weather a factor. Of the 13 businesses that participated only 6 shared the event. Facebook had over 51,000 views. The Buy Local is assisting in the promoting of the Memorial Day Parade. The 2025 Hall Financial Michigan Open Championship will be June 9-12 at Shanty Creek. J. Creason has found a contact for sponsorship opportunities. M. Dayton will contact. M-88 Outdoor Market Tour, June 14th, 9am-3 pm. Welcome pamphlets coming as well as the Bellaire Map. Flower planting will take place on Wednesday, May 21st at 9 am. Rain date Thursday, May 22nd at 9 am.

Village Update

D. Bennett reported that the on line registration for the campground is now available. Going to recommend to Village Council to hire another officer. Met with the new attorneys. To move forward with the marijuana business the new attorney has stated that a public hearing will need to be held on the Planning

Commission level and then a public hearing on the Village Council level. Once approved the monies from the license will support the new officer. DPW will be doing cold patch of the pot holes. The attorney's will be opening a new office in Charlevoix the first of May.

Grants Committee

No new updates. The Begonia Charitable Foundation Grant opportunity and information will be passed to M. Boyd.

Marketing & Communication

DDA Logo/Design Quote - The Antrim Review will be notified of the new DDA logo. Samples of possible DDA swag was shared for future Board discussion that will have the new logo.

Marketing Video - No new updates.

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

Hall Financial Michigan Open Championship June 9-12, 2025 - Update provided under the Buy Local update.

Banner Program

D. McGuire provided the following update. Currently at 14 sponsors out of the 53 poles. Cost has been covered. Pro Image charge is \$2407.39. Bradley Keiser met with Pro Image and it was determined that we can use the current hardware which is a savings of \$4500.00. A special thanks to the DPW for all their support. Antrim Review has created a rack card which will show all the poles and the artists names. A larger format will be created for the businesses to display in their stores. Sponsorship opportunities will be extended and the form updated. The Rock Church request was discussed and M. Dayton will followup with them. An impartial person will select the sponsor banner locations.

Outdoor Art Exhibit

D. McGuire reported art is in production. Cost is \$1225.88 for the 14 images. Does not include the placards or the material cost for framing.

Parking Committee

The County has given the DDA permission to place the parking signs on the lawn again this year. Starting Memorial weekend.

Newsletter

J. Creason has completed the newsletter. M. Dayton will email to the DDA Board.

Meet and Greet

The Meet and Greet is scheduled for Tuesday, May 20th, 5:30-7:00 at Chloe's. M. Dayton will coordinate the food with Taylor Sutherland. Flyers have been distributed. A silent auction will also take place with images from the Unique Art of Antrim County. M. Dayton will create the Agenda. D. McGuire will send to Kearney Township and the Ambulance Authority.

Payment Procedure

To assist T. Shilts in his new position as Treasurer we discussed the past practices. M. Dayton receives the invoices, forwards to D. McGuire for approval and then is forwarded to T. Shilts for payment. Antrim Review is set up for immediate payment. D. McGuire will continue to state on the invoices as to which line item to charge a particular invoice.

At the June 26, 2024 the DDA Board approved the following: Make Purchases/Place Order for Buy Local - J. Creason and M. Belanger; Make Purchases/Place Orders for the Grants Committee - D. McGuire and M. Boyd; Make Purchases/Place Orders for All Other Budgeted Expenditures - D. Hoyt and D. McGuire; Make Purchases/Place Orders from Bellaire Hardware and Family Fare - All of the Above.

Tables and Chairs

The tables and chairs were set up. M. Dayton is requesting that the Village Council discuss the items that are in the stage area. Possibly clean out some of the items that are no longer usable. Needs to be cleaned out.

New Business:**Michigan Downtown Association Membership Renewal**

Discussion was held regarding the benefits to being a member of the association. The summer conference was attended by 3 DDA members last year and all felt that it was beneficial. The renewal dues are \$350 or \$250 for a year and \$150 per member to attend the Summer Workshop. It was determined that one does not need to be a Michigan Downtown Association member to attend the summer conference. The charge is \$25.00 more for non members to attend. Discussion continued and it was determined that it was not a benefit to renew our membership at this time. Motion by D. Bennett to not renew membership with the MDA. Second, T. Shilts. Motion approved. Will add to the May Agenda to send 2 members to the Summer Workshop as non members for Board approval.

Bellaire Chamber Dues

D. Bennett stated that as a member of the Village Council he has to abstain from voting regarding the Bellaire Chamber Dues as they take political positions.

With D. Bennett abstaining there was not a quorum for voting. Moved to the May meeting.

Miscellaneous Business of the Authority Board:

Discussion took place stating that the small business tariffs are raising prices. It is important to support small businesses. Share on social media that it is important to support the small businesses. The Library could also face cuts in their IMLS which shares at least 150 books a month with their patrons. It was determined that at the Meet and Greet a discussion will take place on how to support our local businesses.

Public Comment on Non-Agenda Items:

J. Koch stated that the COA is moving forward with their expansion. This will be discussed at the Commissioners meeting on Thursday. Their fund balance is available for construction as well as obtaining grants and donations for the project. Bellaire Lofts is planning on a building in place by the end of the year. The Public Safety Center proposal received enough signatures to place the question of obtaining bonds to fund the project on the ballot.

Adjourn:

Meeting adjourned at 10:20 am.

Approved:
Minutes compiled by: D. McGuire