

Village of Bellaire

Downtown Development Authority

DOWNTOWN DEVELOPMENT AUTHORITY MINUTES

Friday, February 13, 2015
8:00 a.m.

1. **Call for Election of Authority Board:** The meeting was called to order at 8:00 a.m.
2. **Attendance**
 - Members Present:** Joe Short, Julie Budas, Mike Kovacs, Ken Fifelski, Don Hoyt, Lori Silk and Mark Irwin
 - Members Absent:** David Schulz and Don Seman
 - Staff Present:** Lori Lockett, Clerk
 - Others Present:** Bethany Person and Andy Hayes, NLEA
3. **Review of Agenda:** The agenda was reviewed. After brief discussion led by Bethany Pearson and Andy Hayes it was decided to take New Business items out of order as time allowed.
4. **New Business:**
 - a) Introductions – Each member introduced him/herself and described any boards, councils or service organizations on which he/she had served or participated.
 - b) Meeting Schedule – There was discussion about establishing a regular meeting schedule. After consideration of respective schedules and obligations, a motion was made to set the last Wednesday of each month at 8:30 a.m. in the Village offices as the regular meeting schedule.

Motion by Member Budas, seconded by Member Hoyt, to establish the last Wednesday of each month at 8:30 a.m. in the Village offices as the regular meeting schedule.
Motion carried by unanimous voice vote.
 - c) DDA 101 Overview – Bethany Pearson and Andy Hayes narrated a slide presentation about the formation and function of the Downtown Development Authority. The DDA boundaries were reviewed and Ms. Pearson briefly described how TIF districts are established and operate. There was discussion about how DDA projects are funded and the relationship between the DDA and the Village. Members were advised of quorums and that Authority meetings must comply with the Open Meetings Act. Members were also informed that the Authority is subject to Freedom of Information Act requests. It was agreed that the introduction to the DDA presented by Ms. Pearson should continue for several meetings.

d) Election of Officers – After reviewing the responsibilities of the four offices: Chairperson, Vice-chairperson, Secretary and Treasurer the following motions were made for the respective offices.

Motion by Mike Kovacs, seconded by Joe Short, to elect Don Hoyt as the Chairperson of the Village of Bellaire Downtown Development Authority. Motion carried by unanimous voice vote.

Motion by Lori Silk, seconded by Ken Fifelski, to elect Mike Kovacs as the Vice-chairperson of the Village of Bellaire Downtown Development Authority. Motion carried by unanimous voice vote.

Motion by Joe Short, seconded by Julie Budas, to elect Lori Silk as the Secretary of the Village of Bellaire Downtown Development Authority. Motion carried by unanimous voice vote.

Motion by Joe Short, seconded by Lori Silk, to elect Ken Fifelski as the Treasurer of the Village of Bellaire Downtown Development Authority. Motion carried by unanimous voice vote.

e) Discussion of Development Plan – Members agreed that the development of a plan will take several meetings and will be an item on future agendas.

5. **Financial Report:** No items to report.
6. **Audience Non-Agenda Input:** None.
7. **Miscellaneous Business of the Authority Board:** None.
8. **Future Agenda Items:** There was brief discussion of the items to be included on the agenda for the next meeting including money and marketing, development plan and bylaws in addition to two opportunities for public comment.
10. **Adjourn:** The meeting was adjourned at 9:15 a.m.

Minutes compiled by:
Lori Lockett, Clerk

Approved: _____

Date: _____