

Village of Bellaire
Downtown Development Authority

Don Hoyt, Chairperson
Mike Kovacs, Vice-chairperson
Lori Silk, Secretary
Ken Fifelski, Treasurer

DOWNTOWN DEVELOPMENT AUTHORITY MINUTES
Wednesday June 24, 2015
8:30 am

1. **Call to Order:** Chairperson Don Hoyt called to meeting to order at 8:35 am
2. **Attendance**

Members Present: Don Hoyt, Joe Short, Ken Fifelski, Don Seman and David Schulz
Members Absent: Julie Budas, Mike Kovacs, Lori Silk and Mark Irwin
Others Present: Dianna Robinson, Antrim Conservation District, Bethany Pearson, NLEA, Meranda Lambert, and Short's Brewing Company
3. **Approval of Agenda:** The agenda was approved as presented

Motion by Member Don Seman, seconded by Member Don Hoyt, to approve the agenda as amended. Motion carried by unanimous voice vote.
4. **Approval of Minutes** – The minutes of the May 27, 2015 meeting were approved as presented.

Motion by Member Ken Fifelski, seconded by Member David Schultz, to approve the minutes of the March 25, 2015 meeting as presented. Motion carried by unanimous voice vote.
5. **Public Comment on Agenda Items: No Public Comment**
6. **Old Business:**
 - a) **Continued Discussion on Development of Plan Framework.**
 - 1.) **Leslie Meyers sent an email to Joe Short and Meranda Lambert listing the items she will need to help advise the DDA on the Development Plan. This will be forwarded to the DDA board for review. The board will also request a copy of her pervious DDA Development Plan for Walled Lake.**
 - 2.) **The data from the March public input session indicates that Wi-Fi, changes to Richardi Park, beautification and infrastructure are the main priorities for the public.**

3.) **The Development Plan will need to be ready for County review in May/June 2016.**

7. New Business:

a.) New Board Members

- 1.) **Two positions on the DDA Board are currently open.**
- 2.) **Applications will be reviewed at the July 29th, 2015 meeting. The Board will select two candidates to formally recommend to the Village Council of Bellaire.**
- 3.) **The Village Council meeting will be held on August 5, 2015, at which time two New DDA Board members will be selected.**

b.) Hiring of a Director/Personnel

- 1.) **The budget allows for \$10,000 to hire a Director.**
- 2.) **The current need is for assistance with creation of the Development Plan.**
- 3.) **An ad will be placed in the Antrim Review for the position in July.**
- 4.) **Application deadline will be July 17th and applications sent to Lori Silk.**
- 5.) **A subcommittee will review applications and hold interviews.**
- 6.) **The chosen candidate will attend the July 29th DDA meeting.**
- 7.) **Bethany will send sample position descriptions.**

Motion by member Joe Short, seconded by member David Schulz, pursue a part time Director/personnel. Motion carried by unanimous voice vote.

c.) Financials to be review upon the deposit of Short's donation check.

8. Miscellaneous Business of the Authority Board:

a.) The Intergovernmental agreement for Glacial Hills passed the Antrim County Board of Commissioners at their June 2015 meeting.

9. Member/Public Comment on Non-Agenda Input: No Public Comments

10. Adjourn: The meeting was adjourned at 9:30 a.m.

Minutes compiled by:
Lori Silk, Secretary
Minutes are subject to approval.

Approved: _____

Date: _____