

Village of Bellaire  
Downtown Development Authority

**Don Hoyt, Chairperson**

**Mark Irwin, Vice-chairperson**

**Lori Silk, Secretary**

**Ken Fifelski, Treasurer**

**DOWNTOWN DEVELOPMENT AUTHORITY MINUTES**  
**Tuesday August 26, 2015**  
**8:30 am**

1. **Call to Order:** Chairperson Don Hoyt called meeting to order at 8:30 am. Pledge of Allegiance

2. **Attendance:**

- **Members Present:** Don Hoyt, Joe Short, David Schulz, Mark Irwin, Ken Fifelski, Don Seman and Rolland Fink

- **Members Absent:** Lori Silk

- **Others Present:** Bethany Pearson, NLEA, Meranda Lambert, Short's Brewing Company and Leslie Meyers

3. **Approval of Agenda:** The agenda was modified to correct the spelling of Dave Schulz last name

**Motion by Member Don Seman to approve the minutes of the August 4th, 2015 meeting. Motion Supported by Dave Schulz. 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.**

i. Leslie Meyers was in attendance and provided to the group the first draft of the development plan she completed for Bellaire. For a recap she emphasized that this is simply a place to start and that it is a plan compiled with borrowed information from other plans. She reiterated the need to identify goals and objectives and to keep those broad and general. She briefly described the 20 points she focused on incorporating into the plan as required by the 1976 DDA Act. She will continue to possess the original word file until a final version is edited and completed and then she will hand that document off.

Group Homework is to review Leslie's plan, compare it with the public input spreadsheet and come to the next meeting with edits and suggestions for the plan. Give Leslie Stuff by September 30, 2015

Bethany Pearson suggested looking at the goals from Leslie's plan and prioritizing them in a table format. Then selecting the top five and assessing a timeline to them.

Don Hoyt proposed the question: "How do we intend to finance this plan and our future work?"

Dave Schulz commented that Tiff money is incremental and is only calculated on the increased tax on a property within the DDA and that other ways of raising money for the DDA could include:

\*Special Mileage on DDA properties

\*Fund raisers

\*Special assessment to accomplish a specific project on properties whose value would be effected

- \*Grants
- \*Parking fees

Mark Irwin asked if we can predict the amount of revenue collected with Tiff by using historic tax assessments

Dave Schulz stated that Antrim County could provide reports on the value of a percent increase

Bethany Pearson suggested looking at the Harbor Springs template she provided on a previous occasion to see approximately what they were able to capture in their first year.

Ken Fifelski asked what % of a tax increase would Tiff and the DDA capture?

Dave Schulz stated that several entities (Kearny Township, Antrim Co.) would need to weigh in on what % of the tax increase money they would be willing to give to the DDA.

Bethany Pearson brought up the point that Tiff is a steady stream of income and is the most important. Grant money is not a steady stream of income.

Don Hoyt asked what Bethany thought the County and other entities would most be looking for from the plan to allow Tiff capture

Bethany Pearson responded:

- \*Is the plan realistic?
- \*Is the plan publically supported?
- \*Does the plan have any matching points with the council's or county's master plan to enable partnerships on projects?
- \*Does the plan invest the money responsibly?
- \*Does the DDA understand Tiff (Bethany volunteered to help with presentations for community meetings)

#### **b) Continued Discussion on hiring a DDA Director**

i. A committee was formed between Joe Short, Don Hoyt and Don Seman to screen DDA director resumes. Joe Short stated that all of the resume's need to be placed into one location for the group to review and that contact needs to be made with the applicants to let them know the pay and responsibilities of the position. Once that was conveyed to the applicants, the remaining candidates would then be interviewed. Don Hoyt was going to reach out to the applicant's via email by the end of next week. The remaining candidates and their resumes would then be discussed on September 16, 2015 at 8:30 am at the monthly DDA meeting.

#### **c) New Board Members**

- i) The next Village Council meeting is on September 2 @ 7 pm to discuss the sidewalk ordinance-The public hearing portion begins at 6 pm.
- ii) Member Joe Short suggests that the DDA make a statement on the board's feelings about the ordinance to be taken to the Village meeting.

**Motion by Dave Schulz to take the nomination of Doug Dawson and Ryan McConnell to the Village Council of Bellaire during their next meeting. Motion Supported by Member Joe Short. Motion carried by unanimous voice vote.**

#### **d) Secretary Update**

- i) Lori Silk has verbally resigned from the board and needs to provide her resignation in writing to the Village Council.

Member Don Hoyt proposes Bethany Pearson to take minutes until a new secretary can be nominated. The issue will be revisited once the two new board members are brought on board.

### **7. New Business**

**a. Discussion on pedaling ordinance meeting scheduled for Thursday, 8/27 at 8am.**

### **8. Miscellaneous Business of the Authority Board:**

**a) Add financials in the form of a consent agenda to the minutes**

**b) DDA minutes need to be posted as a pdf document on the Village Web Page.**

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

**10: Adjourn:**

**Motion to adjourn by member Don Hoyt. Seconded by member Joe Short. Motion carried by unanimous voice vote.**

The meeting was adjourned at 9:30 am.