

Village of Bellaire

Downtown Development Authority

Mark Irwin, Chairperson
Don Hoyt, Vice-chairperson
Doug Dawson, Secretary
Ken Fifelski, Treasurer

Downtown Development Authority Minutes Wednesday, April 26th, 2017

- 1. Call to Order:** Chairperson, Mark Irwin called the meeting to order at 8:02 a.m..
- 2. Attendance**

Members Present: Don Hoyt, Doug Dawson, Ryan McConnell, Don Seman, Roland Fink, Dave Schulz, Joe Short, Ken Fifelski

Members Absent: None

Others Present: Sara Christensen - NLEA rep, Amanda Baker - NLEA - rep and Patti Savant.
- 3. Approval of Consent Agenda:** The agenda was approved with the addition of H. County tax sharing agreement, Under “**Old Business**” and E. Copies of receipts and invoices to village, under “**New Business**” Motioned by Seman , seconded by Hoyt. Motion carried a unanimous vote.
- 4. Public Comment on Agenda:** No public comment.

5. NLEA Director's Report:

- a. March and April newsletter was sent out via mail chimp and the first video interview was released.
- b. Working with the Chamber on educational programs and buy local programs.
- c. The tax sharing agreement was approved with a 5-3 vote.
- d. Discussed a kayak/canoe launch, possible locations and pros and cons, funding and collaboration with the project.

6. Old Business:

- a. TIF plan has been approved and completed.
- b. Bellaire DDA sponsored Business After Hours to be October 26th, 2017. Having a taste of Bellaire at Short's from 5:30-7:00.
- c. Pedestrian walkway lighting project is moving forward with approval of electrical and waiting on approval on the type of lights.
- d. Motion by Short, seconded by Fink to approve applying for a 24 hour raffle license and a promotional boost not to exceed \$20 on facebook for a 50/50 drawing to be used as a fundraiser for the Bellaire DDA. Motion carried a unanimous vote.
- e. Motion by Schulz, seconded by Seman to have Sara complete the raffle license application and to have Irwin sign it and for a \$15 check to be written to cover the application fee for a 50/50 raffle which would be held on May 27th, 2017. Motion carried a unanimous vote.
- f. Special Assessment-right now just working on letting people know who we are, what the DDA does, has done and is looking to do. The lead time on a special assessment is roughly 4-5 months and is only on the property owners.
- g. County tax sharing agreement - Motion by Schulz, seconded by Hoyt to have Irwin sign the tax sharing agreement representing the Bellaire DDA for the village. Motion carried a unanimous vote.

7. **New Business:**
 - a. Election of Officers - Mark Irwin as Chairperson, Don Hoyt as Vice-Chair, Ken Fifelski as Treasurer, Doug Dawson as Secretary.
 - b. Sidewalk plan - tabled until next month.
 - c. DDA assistance with the downtown flower pots - the Chamber was looking for help by having the DDA take over the care of the flower barrels downtown.
 - d. Copy of receipts and invoices - The village needs copies of all DDA invoices and receipts.
8. **Miscellaneous Business:**
 - a. Short's is looking to work with the DDA on a new business "incubator" at the location of the old Short's Mart. We be put on the agenda for next month.
9. **Public Comment on Non-Agenda Items:** None
10. **Adjourned:** The meeting was adjourned at 9:04. Motion to adjourn by Schulz, seconded by Seman. Motion carried a unanimous vote.

Meeting minutes compiled by,
Secretary
Doug Dawson