

**Village of Bellaire**  
**Downtown Development Authority**

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

Downtown Development Authority DRAFT Minutes  
Wednesday, August 30, 2017

**I. Call to Order**

Irwin called the meeting to order at 7:57 a.m.

**I. Roll Call**

Present: Mark Irwin, Ken Fifelski, Dave Shulz, Joe Short, Don Seman, Ryan McConnell

Excused: Don Hoyt, Doug Dawson

Absent: Rolland Fink

Also Present: Amanda Baker – NLEA, Christy Wilson

**II. Consent Agenda**

a. Agenda Approval

Two additions were made to the agenda including Antrim County Bank Building Purchase under Old Business, item f, and Downtown Restaurant Update under New Business, item c.

b. Financial Report

Account balance is at \$4,581 and includes two donations from the Short's pool table of \$450 and \$242 for the month of July.

c. DDA Minutes Approval – July 26, 2017

Motion to approve Consent Agenda made by Seman, supported by McConnell, approved by all.

**III. Public Comment on Agenda Items**

None

**II. NLEA Coordinator's Report**

Communication Campaign Continues to grow. DDA is partnering with the Chamber to feature videos of downtown businesses.

NLEA will be hosting a DDA forum in Bellaire September 25, 2017 with presenters from MDOT for state road projects.

**IV. Old Business**

a. Pedestrian Walkway / Alleyway Lights

Irwin purchased the lights and is scheduling with Rob Silk to install. Chris Corbett will donate the installation hardware. Cost for the lights was \$560, and estimated installation costs will be around \$500-\$700 with costs lowered due to board members providing labor. Hoping to complete project for under the approved \$1200 budget. Baker will reach out to the Chamber to schedule a ribbon cutting when the project is finished. Acknowledgment should be given to Brenda and Rollie Fink for their work on the project.

b. Kayak/Canoe Launch

The Village has started the survey process for the land and a park survey was sent out with the

summer tax bills to gauge community interest.

c. Business Launch Pad

DDA has partnered with NLEA to host an Antrim County Pitch Night competition in the hopes of finding businesses that will be a good fit for the downtown district. Event will be held October 23, 2017 at Shanty Creek. Committee needs to begin marketing and finding sponsorships for prize monies.

d. Community Hall Reception Recap

Nearly 50 people attended the reception and 20 have signed up for the Friends of the Bellaire Community Hall. People seem very interested in the project including commercial contractor Herb Spence who may be able to help with initial costs estimates in the early planning stages.

e. Committee Updates

i. Sidewalks & Bike Parking

No Update

ii. Education Programs

Chamber has a list of ideas, DDA would like to see the Chamber take the lead on this project and serve as a support.

iii. Buy Local

No Update

iv. Kayak Launch

See above

f. Antrim County Bank Building Purchase

Antrim County Commissioners held a special meeting to discuss possible use of the building at 101 Depot Street. After much discussion they decided to complete a needs assessment for all departments and properties in the Bellaire Campus (excluding the Airport and Meadowbrook) to create a master plan for the campus as a whole.

**V. New Business**

a. 2017 TIF Revenue

No revenue has come in yet. It will be necessary to track the County capture separately as the agreement only allows for use on specific projects listed in the TIF plan.

b. October Business After Hours

October 26, 2017 at Short's. DDA would like to see a display with recently completed projects, upcoming projects, space for ideas, etc.

c. Downtown Restaurant Updates

Work is being done on the Bellaire Bar to reopen. Short proposed meeting with the owner of the former Lulu's building to work on matching him with a buyer.

**VI. Miscellaneous Business of the Authority Board**

The board would like to focus in on Pitch Night, Community Hall, and Keeping up with Downtown Business and Property Owners as their main priorities.

**VII. Public Comment on Non-Agenda Items**

None.

**VIII. Adjourn**

Motion to adjourn made by Short, seconded by Fifelski. Meeting adjourned at 9:02 a.m.

**Respectfully submitted,  
Amanda Baker  
Downtown Development Coordinator  
NLEA**