

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, September 28, 2017

I. Call to Order

Hoyt called the meeting to order at 8:02 a.m.

II. Roll Call

Present: Ken Fifelski, Don Seman, Rollie Fink, Don Hoyt, Dave Schulz

Exused: Mark Irwin, Ryan McConnel

Absent: Joe Short, Doug Dawson

Also Present: Louise Wenzel, Christy Wilson, Amanda Baker – NLEA, Hannah Sanderson – NLEA

III. Consent Agenda

a. Agenda Approval

b. Financial Report

c. DDA Minutes Approval – August 30, 2017

Motion to approve consent agenda made by Seman with support by Fink, approved by all.

IV. Public Comment on Agenda Items

None

V. NLEA Coordinator's Report

Baker worked with Board to plan a special assessment educational presentation for the October meeting to allow the DDA to determine what type of special assessment they might like to pursue. Schulz asked if the Village Council would need to approve the assessment, Baker explained once the DDA determined how they would like to proceed the plan would go to Council for approval.

Baker recapped the DDA Forum that was held in Bellaire Monday September, 25 featuring MDOT Planner Patty O'Donnell on how to proceed with projects on state roads. Baker suggested staying abreast of plans MDOT may be working on to match opportunities for local plans to cut down on costs. Any plan local municipalities wish to proceed with just needs to be vetted through O'Donnell for approval.

Baker also invited Board members to attend the CEC Conference in Howell, MI October 4 & 5 stating it is a very informative conference that is presented by community members from all over the state who are actually implementing the ideas they are presenting on.

VI. Old Business

a. Pedestrian Walkway / Alleyway Lights

Baker shared an update from Irwin that a work bee is being scheduled to assist electrician Rob Silk to

install guidewires for the lights. Hoyt mentioned scheduling a ribbon cutting with the Chamber and notifying the Antrim Review when the project is complete.

Baker asked about naming the alley and suggested presenting options for the community to vote on to choose the name. Fink will come up with a few ideas as will Seman. The Board will narrow the choices down and allow the community to vote for the final name.

b. Business Launch Pad

Sanderson presented a suggestion from the NLEA that due to the level of funding still required, the DDA may want to postpone the Pitch Night event to 2018 in order to give ample time to raise prize funding and entries. Wenzel asked what would happen to the funds NLEA had contributed from the major sponsor. Sanderson said the funds would go toward the Grand Event for this year and both Consumers and DTE are planning to commit the same level of funds for 2018. Seman moved the Antrim County Pitch Night be tabled until 2018. Schulz supported the motion and it was approved by all.

Baker stressed interested participants would still be eligible for the Grand Event hosted by NLEA in mid-November of this year.

c. Community Hall

Baker spoke with Schulz and Amanda Kik of Crosshatch to determine where plans stand on the Community Hall Renovation project. A lot of interest was generated with the open house and people like the idea of the renovation. Before too much work can be done it needs to be determined if and when the Village offices will be able to move. Schulz said the first step would be to take an inventory of the Village's needs to determine how much space is needed. From there plans can be looked into for possible grant funding of new space for the Village or possible redistribution of space in the Community Hall to house everyone.

d. Committee Updates

i. Sidewalks & Bike Parking

Baker spoke with O'Donnell of MDOT for ideas on how to handle these issues. Once the DDA has formed a plan they will be able to work with O'Donnell to best implement it.

ii. Education Programs

The Chamber of Commerce shared a list of topics with the DDA and would like assistance in lining up presenters.

iii. Buy Local

No action has been taken.

iv. Kayak Launch

The Village is scheduling the surveying process to determine the best plan for the proposed sites.

e. October Business After Hours – October 26, 2017 at Short's

Hoyt would like to see a presentation on what the DDA does and specifically what the Bellaire DDA is working on. Baker will put together. Businesses will be invited to donate prizes in exchange for a platform to talk about themselves. Baker will solidify plans with Short's for food and venue details.

VII. New Business

None

VIII. Miscellaneous Business of the Authority Board

Schulz updated the Board that a meeting is scheduled with the Village and the County to work on coordinating zoning and planning for future development. The Village and the County are also pairing up to delve into workforce housing needs for the community.

Seman said the Museum recently discovered a storage area they had forgotten about and were cleaning it out with the intent of getting rid of pieces to interested parties.

Schulz added a sanitary and storm water inventory had been taken through a state grant and the Village is now pursuing a USDA loan to implement capital improvements based on the inventory.

IX. Public Comment on Non-Agenda Items

None

X. Adjourn

Motion to adjourn made by Fifelski, supported by Fink, approved by all at 9:02 a.m.

Respectfully submitted,

Amanda Baker

Downtown Development Coordinator

NLEA