

# Village of Bellaire Downtown Development Authority

Mark Irwin, Chairperson  
Don Hoyt, Vice-  
chairperson Doug  
Dawson, Secretary  
Christy Wilson, Treasurer

## Downtown Development Authority Minutes Wednesday, April 24th, 2019

**1. Call to Order:** Chairperson, Mark Irwin called the meeting to order at 8:03 am..

### **2. Attendance**

**Members Present:** Don Hoyt, Joe Short, Dave Schulz, Mark Irwin, Christy Wilson, Don Seaman, Rolland Fink, Lousie Wenzel

**Members Absent:** Doug Dawson **Others Present:** Brenda Fink, Amanda Kik, Christy Purdue, Andy Hayes, Amanda Baker **3.**

**Approval of Consent Agenda:** The agenda was approved with

The addition to New Business - letter d. Antrim County Campus. Motioned by Seaman, seconded by Schulz, motion carried a unanimous vote. **a.** Financial Report: Ending bank balance for March of \$36,743.22 **b.** DDA Minutes Approval for March 20, 2019. Scratched until Feb.

**4. Public Comment on Agenda:** None at this time

## 5. Old Business

a. Buy Local Program Update. Giving Thursday was held 4/18/2019 \$1,468 raised and donated to the Bellaire Public Library. Next Giving Thursday will be June 20th with the Bellaire Historical Museum as the benefactor. Schultz recommended sending a letter to the Library to entice them to opt back in to the TIF Plan. Irwin to send letter.

b. Market M88 Tour will be 6/15.

c. Downtown Map of Bellaire, showing parking, river access points, businesses, recreation and other local attractions. Paid for entirely by advertising. 10,000 copies to be produced available at Chambers, TVC Airport and other locations.

## 6. New Business:

a. Downtown Flower Project.

i. Brenda Fink, Shelly Dayton others along with Cyman Gardens put together a detailed plan for 18 new planter barrels, flowers, and planting. Fischer Insurance donated \$648. Village donated \$200. Request to DDA Board for a \$350 donation for flowers to complete the project. Schultz Motion to Approve, Fink 2nd.

b. Bellaire Community Hall Update.

i. Amanda asked Schultz for an updated to Village plans for relocation. Schultz advised the budgeted amount for \$500,000 will definitely need to be included as the Village has other infrastructure projects that are financial priorities above relocation. Amanda Kik from CrossHatch introduced Christy Purdue who will lead the Capital Campaign. Amanda also presented a preliminary budget for the entire Community Hall Project. Christy Purdue presented and provided an overview on how money will be raised to renovate the Hall. It was discussed that once fundraising officially starts NLEA would be able to handle the fiduciary aspects of collecting funds, holding funds and notification to donors.

c. NLEA Assistance with Special Assessment.

i. Andy Hayes and Amanda Baker present from NLEA to present

and overview of Special Assessments. Hayes advised that the first step is to decide what project the DDA wants to tackle first. Basic timeline at minimum is 6 months just to handle the legal aspects, adding in public meeting adds more time. Need to research the funding model, Hayes provided examples. The DDA should use previously gathered community input information to decide on 2 or 3 projects to focus on and get buy-in from the DDA business/property owner members.

d. Antrim County Campus

- i. Discussion on which group is taking the lead on the Antrim County Campus presentation of the DDAs preferred plan for the AC Campus future; the DDA Board or the BEDC subcommittee? It was decided the BEDC subcommittee will take the lead on preparing a presentation to present to the ACEDC, but that presentation will be approved by the DDA prior to the presentation to the ACEDC

## **7. Miscellaneous Business-**

Discussion of basic parking signs of the “sandwich style” variety. Good idea, but difficulties with who is responsible for putting out and taking in signs on a daily or weekly basis.

The Patronicity Program was discussed, could be a way to get matching funds to complete projects. More research needed.

## **8. Public Comment on Non-Agenda Items: None**

**9. Adjourned:** the Meeting was adjourned at 9:15 a.m..

Meeting minutes compiled by,

Mark Irwin