

Village of Bellaire

Downtown Development Authority

Louise Wenzel, Chairperson

Don Hoyt, Vice-chairperson

Doug Dawson, Secretary

Christy Wilson, Treasurer

Downtown Development Authority Minutes

Wednesday, February 26, 2020

1. **Call to Order:** Chairperson, Louise Wenzel called the meeting to order at 9:01 a.m.
2. **Attendance**
 - Members Present:** Doug Dawson, Don Hoyt, Rolland Fink, Christy Wilson, Louise Wenzel, Mark Irwin, Joe Short
 - Members Absent:** Dan Bennett, Don Seaman
 - Others Present:** Amanda Kik
3. **Approval of Consent Agenda:** The agenda was approved with an addition under New Business h. Board Terms. Motioned by Wenzel, seconded by Wilson to approve the agenda, motion carried a unanimous vote.
4. **Public Comment on Agenda:** None at this time
5. **Unfinished Business**
 - a. Village Update - None
 - b. Community Hall - Looking to obtain actual bid numbers to determine actual dollars needed for the project in order to establish a definitive time line.
 - c. Buy Local - Bellaire Senior Prom committee received the last donation from the Giving Thursday Event. The Buy Local group was looking at the parking issue but felt this issue was better addressed through the Community Huddle.
 - d. DPW salting - Decided not to engage in salting the downtown at this time.
 - e. DIA Display - Locations have been identified and approved by the DIA and now securing installation agreements from each property owner.
 - f. Community Huddle - Looking to get everyone re-engaged and have a meeting in May.
 - g. By Laws – proposed amendments to the By-Laws were reviewed regarding office positions and term limits. Motion by Hoyt, seconded by Wilson to accept the amendments to the By- Laws. Motion carried a unanimous vote.

6. **New Business:**

- a. Bank Account Signatures - Motion by Irwin, seconded by Fink to remove Irwin from the bank account signature register and add Wenzel to the signature registry. Motion carried a unanimous vote.
- b. Meeting Schedule - Will continue to be held on the last Wednesday of the month for 2020.
- c. Housing North – Informed Board of an upcoming seminar to be conducted by Housing North to discuss the housing issues throughout the region.
- d. Bellaire Chamber of Commerce Renewal - Motion by Hoyt, seconded by Irwin to renew with the Bellaire Chamber of Commerce up to \$350. Motion carried a unanimous vote.
- e. Facilities Master Plan Meeting Update – Irwin attended the recent meeting and provided an update of the resurrection of the Facilities Master Plan.
- f. DDA 2020 Goals – Wenzel discussed how the DDA goals continue to remain the same year after year. It was further noted that the DDA, Village, Chamber and Foundation goals align with each other. It was suggested the DDA draft a letter to the Village to co-sponsor the cost of a facilitator that would bring all the goals and groups together under the project of the Community Huddle.
- g. Crosshatch Contract - Motion by Irwin, seconded by Fink to renew the contract as stated. Motion carried a unanimous vote.
- h. Board Terms - Wenzel nominated herself for an open Board position that expired on February 14, 2020. Motion by Irwin, seconded by Hoyt to accept the nomination of Wenzel for the open Board position for a 4 year term 2020-2024. Motion carried a unanimous vote. Fink nominated herself for an open Board position that expired on February 14, 2020. Motion by Hoyt, seconded by Wilson to accept the nomination of Fink for the open Board position for a 4 year term 2020-2024. Motion carried a unanimous vote.

7. **Miscellaneous Business-** None

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

9. **Adjourned:** Meeting was adjourned at 10:49 a.m.

Meeting minutes compiled by, Doug Dawson