

Village of Bellaire

Downtown Development Authority

Louise Wenzel, Chairperson
Don Hoyt, Vice-Chairperson
Doug Dawson, Secretary
Christy Wilson, Treasurer

Downtown Development Authority Minutes Wednesday, April 29, 2020

1. **Call to Order:** Chairperson, Louise Wenzel called the meeting to order at 10:02 a.m.
2. **Attendance**
Members Present: Doug Dawson, Don Hoyt, Rolland Fink
Christy Wilson, Louise Wenzel, Mark Irwin, Joe Short, Don Seaman
Members Absent: Dan Bennett,
Others Present: Eldon McPherson, Jennifer Hodges, Elise Crafts,
Dave Ciganick, Seth Gernot
3. **Approval of Consent Agenda:** The agenda was approved with the addition of New Business b. COVID-19 Collaboration
Motioned by Seaman, seconded by Hoyt to approve the agenda,
motion carried a unanimous vote.
 - a. Financial report - Ending balance as of March 31, \$39,536.88
4. **Public Comment on Agenda:** None at this time
5. **Unfinished Business**
 - a. **Village Update** - The Village purchased a new VAC truck for exploration for repaving projects. Street sweeping is also just beginning.
 - b. Bellaire Community Action Plan Proposal - Members from the DDA and the Village Council have conducted several meeting to finalize a

proposal to the Village Council to hire Elise Crafts of Statecraft as a facilitator to achieve common goals within the community. Elise Crafts presented and discussed the proposal that will be submitted to the Village Council. This will be presented at the next Village Council meeting on Wednesday, May 6, 2020.

Motion by Short, seconded by Seman to approve Statecraft as the Facilitator working with the Village and the DDA and for the DDA to pay up to \$5000.00. Motion carried a unanimous decision.

- c. Buy Local - Christy Wilson said the committee is looking at planting the flowers and hopefully having them in by Memorial Day. They are also looking at how things will look once businesses are able to re-open .
- d. DIA Display - They will install the art displays as soon as travel is safe.
- G. By Laws Amendment/term limits chart - The members were presented with the final copy of the By-Laws Amendment and the corresponding Term Limits chart

6. New Business:

- a. NLEA Contract for Community Hall Project/Contribution – A contract was originally created with NLEA to process any contributions received related to the Community Hall Capital Campaign. To date, one contribution has been received that resides with NLEA. Since the Community Hall project has been paused, the donor will need to be contacted to determine whether they wish to have the contribution returned or not. Wilson agreed to contact the donor for resolution.
- b. COVID-19 Collaboration – DDA, Buy Local and Chamber will be meeting to collaborate on ideas to help businesses during COVID-19. Identifying the business needs such as Personal Protection Equipment (PPE) etc.
- c. Bellaire Chamber of Commerce Foundation Update – The Foundation is also partnering with the DDA, Buy Local and Chamber on COVID-19 issues for businesses. The Foundation set up a GoFundMe account to raise immediate funds for PPE and is looking into hiring a grant writer to obtain additional funds for the Foundation in order to assist businesses. A major donor has agreed to fund the cost of hiring a grant writer for the Foundation.

Antrim County EDC COVID-19 Recovery Plan Meeting – The Antrim County EDC has compiled a group to create a process to also help businesses during COVID-19 and inquired as to the efforts made by the DDA in relation to this issue. We will communicate with this group to ensure we are not duplicating efforts.

7. **Miscellaneous Business-** Dave Ciganick indicated that the Village has enhanced the dock system at the Bellaire boat launch to now accommodate several boats. He suggested a potential collaboration between the Village and the DDA to implement way-finding signage along the mouth of the Grass River, in spots along the Grass River and the mouth of the Intermediate River leading into Bellaire that would direct boat traffic to the docks in Bellaire to inform boaters they can reach Bellaire by boat and encourage more downtown visitors. Don Hoyt, Christy Wilson and Eldon McPherson agreed to work together on this project.
8. **Public Comment on Non Agenda Items: none**
9. **Adjourned:** Meeting was adjourned at 10:30 a.m.

Meeting minutes compiled by, Doug Dawson