

**CITY OF BELLEVILLE
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING AGENDA**

**Wednesday, November 15, 2023 - 6:00 pm (EST)
Belleville City Hall — Council Chambers
6 Main Street, Belleville, MI 48111**

Join Zoom Meeting

<https://us02web.zoom.us/j/84965238425?pwd=WENEakU0Y2NLZko5VE1tcHF4N2RwUT09>

Meeting ID: 849 6523 8425

Passcode: 416326

One tap mobile

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- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
- +1 646 876 9923 US (New York)
- +1 646 931 3860 US
- +1 301 715 8592 US (Washington DC)
- +1 564 217 2000 US
- +1 669 444 9171 US
- +1 669 900 6833 US (San Jose)
- +1 689 278 1000 US
- +1 719 359 4580 US
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- +1 253 215 8782 US (Tacoma)
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Find your local number: <https://us02web.zoom.us/j/kdadF6yAdC>

- 1. Pledge of Allegiance and Moment of Silence**
- 2. Roll Call**

Board Member - Valerie Kelley-Bonner	Vice-Chair – Kelly McWilliams
Board Member - John Winter	Chair – Alicia McGovern
Secretary – Denise Baker	Mayor – Kerreen Conley
Treasurer – Sabrina Richardson-Williams	

3. DDA Follow Up List
4. Citizen Comments, Agenda Items Only
5. Approval of and/or Changes to the Agenda
6. Approval of Meeting Minutes
 - October 18, 2023 Regular DDA Meeting
 - October 24, 2023 Special DDA Meeting
7. General Business
 - A. Set meeting date for DDA Strategic Plan re-fresh – January/February
 - B. Possible New October DDA Event – Discussion
8. Treasurer's Report and Accounts Payable
9. Closed Session
 - A. To consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained, per MCL 15.268(d)
10. Chair and Board Member Comments
11. Citizen Comments, Non-Agenda Items
12. Action Items for Next Regularly Scheduled Meeting
13. Adjournment

**CITY OF BELLEVILLE
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
Wednesday, October 18, 2023 – 6:00 pm**

The regular meeting of the Downtown Development Authority was held via a hybrid of in-person and virtual access through ZOOM.

The regular meeting of the Downtown Development Authority was called to order by Chair McGovern at 6:00 p.m.

1. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

2. ROLL CALL

Board Member Ankwatsa	Absent
Board Member Kelly-Bonner	Present
Board Member Winter	Absent
Secretary Baker	Present
Treasurer Richardson-Williams	Present
Vice-Chair McWilliams	Present
Chair McGovern	Present
Mayor Conley	Present

3. DDA FOLLOW UP LIST

- No updates.

4. CITIZEN COMMENTS, AGENDA ITEMS ONLY

- No comments.

5. APPROVAL OF AND/OR CHANGES TO AGENDA

MOTION: Motion by Conley, supported by McWilliams to approve the agenda as presented.

ROLL CALL VOTE:	Board Member Kelley-Bonner	Aye
	Secretary Baker	Aye
	Treasurer Richardson-Williams	Aye
	Vice-Chair McWilliams	Aye
	Chair McGovern	Aye
	Mayor Conley	Aye

Motion Carried.

6. APPROVAL OF MEETING MINUTES

A. August 15, 2023 Regular DDA Meeting

MOTION: Motion by Conley, supported by McWilliams to approve the Minutes of the Regular DDA Meeting held on Tuesday, August 15, 2023.

ROLL CALL VOTE:	Board Member Kelley-Bonner	Aye
	Secretary Baker	Aye
	Treasurer Richardson-Williams	Aye
	Vice-Chair McWilliams	Aye
	Chair McGovern	Aye

Mayor Conley

Aye

Motion Carried.

7. GENERAL BUSINESS

A. Liberty St. Parking Lot – Possible Pay-For-Parking During Events – Discussion

1. Vice-Chair McWilliams said she thinks that the cost of installing paid parking devices would outweigh any revenue, and would impact local businesses.
2. Mayor Conley said she feels that paid parking would be uninviting to the community.
3. Treasurer Richardson-Williams stated she doesn't see a need for it.
4. Secretary Baker noted that she has received feedback from the community stating they are not in favor of implementing it.

B. Pop-Up Shop "Structures"

1. Chair McGovern suggested a review of cell phone tower pings to see what areas of the city most people are visiting.
2. Treasurer Richardson-Williams asked if the DDA would rent the structures out.
3. Vice-Chair McWilliams stated that she would like to see other options for the structures.
4. Mayor Conley inquired where the structures would be stored when not in use.
5. Chair McGovern requested that this topic be added to the Marketing Committee list for 2024.

8. TREASURER'S REPORT AND ACCOUNTS PAYABLE

MOTION: Motion by Conley, supported by Kelley-Bonner authorizing the Treasurer's Report and Accounts Payable as presented.

ROLL CALL VOTE:	Board Member Kelley-Bonner	Aye
	Secretary Baker	Aye
	Treasurer Richardson-Williams	Aye
	Vice-Chair McWilliams	Aye
	Chair McGovern	Aye
	Mayor Conley	Aye

Motion Carried.

9. CLOSED SESSION

- A. To consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained, per MCL 15.268(d).

MOTION: Motion by Conley, supported by Richardson-Williams to enter Closed Session at 6:31 p.m.

ROLL CALL VOTE:	Board Member Kelley-Bonner	Aye
	Secretary Baker	Aye
	Treasurer Richardson-Williams	Aye
	Vice-Chair McWilliams	Aye
	Chair McGovern	Aye
	Mayor Conley	Aye

Motion Carried.

MOTION: Motion by Conley, supported by Kelley-Bonner to exit Closed Session and resume the Regular Meeting at 7:18 p.m., with the addition of Item 9-B to the Regular Meeting agenda.

ROLL CALL VOTE:	Board Member Kelley-Bonner	Aye
	Secretary Baker	Aye
	Treasurer Richardson-Williams	Aye
	Vice-Chair McWilliams	Aye
	Chair McGovern	Aye
	Mayor Conley	Aye

Motion Carried.

B. Purchase of property on Main St. and 3rd St.

MOTION: Motion by McWilliams, supported by Richardson-Williams to proceed with making an offer of \$90,000 for the property located at the corner of 3rd St. and Main St., pending appraisal and results of environmental study on the land, with an allotted 180-day inspection period.

ROLL CALL VOTE:	Board Member Kelley-Bonner	Aye
	Secretary Baker	Aye
	Treasurer Richardson-Williams	Aye
	Vice-Chair McWilliams	Aye
	Chair McGovern	Aye
	Mayor Conley	Aye

Motion Carried.

10. CHAIR AND BOARD MEMBER COMMENTS

- Board Member Kelley-Bonner
 - Stated she was happy to see everyone again.
 - Noted that her term as a Board Member is up in December.
- Secretary Baker
 - Stated she is looking forward to Oktoberfest and Booville.
- Treasurer Richardson-Williams
 - Welcomed City Manager Smith to the city.
 - Noted that she would like to see the City Manager Report return to the Regular Meeting agendas.
 - Would like to see work in the parks continue, including the installation of new basketball courts and pickleball courts.
 - Thanked DDA Director Steve Jones for all of his work.
- Vice-Chair McWilliams
 - Stated it is good to be back and moving forward.
- Chair McGovern
 - Welcomed City Manager Smith, and noted that she is looking forward to collaborating with him and the city.
 - Is glad to be back, and stated there is good momentum.
- Mayor Conley
 - Noted that she will be making one new appointment to the DDA Board at the next City Council meeting.

- Informed everyone that there is a big football game at Belleville High School this Friday.

10. CITIZEN COMMENTS, NON-AGENDA ITEMS

- John Winter
 - Inquired as to who paid for and installed the crosswalk signs, and noted that the button to activate the signal is on the opposite side and should be moved.

11. ACTION ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

- None.

12. ADJOURNMENT

MOTION: Motion by Richardson-Williams, supported by McWilliams to adjourn at 7:27 p.m. No objections noted.

ROLL CALL VOTE:	Board Member Kelley-Bonner	Aye
	Secretary Baker	Aye
	Treasurer Richardson-Williams	Aye
	Vice-Chair McWilliams	Aye
	Chair McGovern	Aye
	Mayor Conley	Aye

Motion Carried.

Briana Hootman / City Clerk/Treasurer

Approved:

Posted:

Published:

**CITY OF BELLEVILLE
DOWNTOWN DEVELOPMENT AUTHORITY
SPECIAL MEETING MINUTES
Tuesday, October 24, 2023 – 6:00 pm**

The special meeting of the Downtown Development Authority was held via a hybrid of in-person and virtual access through ZOOM.

The special meeting of the Downtown Development Authority was called to order by Chair McGovern at 6:00 p.m.

1. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

2. ROLL CALL

Board Member Ankwatsa	Absent
Board Member Kelly-Bonner	Absent
Board Member Winter	Present
Secretary Baker	Present
Treasurer Richardson-Williams	Absent
Vice-Chair McWilliams	Present
Chair McGovern	Present
Mayor Conley	Present

3. CLOSED SESSION

- A. To consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained, per MCL 15.268(d)

MOTION: Motion by Conley, supported by Baker to enter closed session at 6:20 p.m.

ROLL CALL VOTE:	Board Member Winter	Aye
	Secretary Baker	Aye
	Vice-Chair McWilliams	Aye
	Chair McGovern	Aye
	Mayor Conley	Aye

Motion Carried.

MOTION: Motion by Conley, supported by Winter to leave closed session at 6:32 p.m.

ROLL CALL VOTE:	Board Member Winter	Aye
	Secretary Baker	Aye
	Vice-Chair McWilliams	Aye
	Chair McGovern	Aye
	Mayor Conley	Aye

Motion Carried.

4. ACTION ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

- None.

5. ADJOURNMENT

MOTION: Motion by Conley supported by McWilliams to adjourn at 6:37 p.m. No objections noted.

ROLL CALL VOTE:	Board Member Winter	Aye
	Secretary Baker	Aye
	Vice-Chair McWilliams	Aye
	Chair McGovern	Aye
	Mayor Conley	Aye

Motion Carried.

Briana Hootman / City Clerk/Treasurer

Approved:

Posted:

Published:

ACCOUNTS PAYABLE EXPENDITURES
DDA MEETING NOV 2023

DATE	AMOUNT		G. TOTAL
11/15/2023	\$14,825.17		\$14,825.17
<u>GRAND TOTAL</u>			\$14,825.17

