

**CITY OF BELLEVILLE
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING AGENDA
Wednesday, May 21, 2025 - 6:00 pm (EST)
Belleville City Hall
6 Main Street, Belleville, MI 48111**

1. Pledge of Allegiance and Moment of Silence

2. Roll Call

Chair – John Winter	Board Member - Valerie Kelley-Bonner
Vice-Chair – Chris Donley	Board Member – Mike Gatteri
Secretary – Denise Baker	Board Member –
Treasurer – Sabrina Richardson-Williams	Board Member –
Mayor – Ken Voigt	

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
– April 16, 2025 Regular DDA Meeting

7. Presentations

8. General Business

- A. DDA sponsored High School Summer Kick-off event – Sabrina**
- B. Business Incubator project - update**
- C. Goodbye Geese – Monthly report**
- D. DDA Budget 2025/2026**
- E. Purchase of FIBAR chips for Playscape – Victory and Village Parks**
- F. Committee reports/updates**
 - i. Marketing & Community Engagement**
 - ii. Economic Development**
 - iii. Budget & Finance**
 - iv. Events/Culture & Arts**

9. Treasurer's Report and Accounts Payable

10. Chair and Board Member Comments

11. Citizen Comments, Non-Agenda Items

12. Action Items for Next Regularly Scheduled Meeting

13. Adjournment

Belleville DDA Follow-up List						
Item/Description	Date Opened	Opened by	Proposed Action	Committee/ Individual	Status	Date Closed
Marketing/Economic Development:						
Marketing/Social Media Director	11/16/2022	DDA Board	Hire part time person and/or recruit college or high school intern		IP	Develop marketing strategy, obtain grants oversee social media strategy, update website
Economic Development Director	11/16/2022	DDA Board	Develop RFP for position		P	Develop plan to bring businesses to Belleville, work with developers-status TBD
Partnerships with other organizations	11/16/2022	DDA Board	DDA sponsors events or funding		IP	Discuss Sponsorship Apps March DDA Meeting -- Continue discussions re:partnerships
Partnerships with local restaurants		DDA Board	DDA sponsors restaurants for events		P	Develop partnership to sponsor local restaurants with booth at downtown events
Event Support		DDA Board	Sponsor local events		C	Grants awarded March 2025
Grant Writer		DDA Board	Develop RFP for position		P	
Reestablish Park & Rec Committee		D Robinson			P	DDA representation on committee
Pop-Up Shops	10/18/23	Board	Purchase/build pop-up shops.		P	Determine best placement, tenant criteria, fee structure
DDA Marketing Plan	10/18/23	Board	Develop DDA marketing plan		IP	Marketing Committee currently reviewing RFP's to hire firm that will assist in developing marketing strategy
Maintenance						
Main Street Walk-Through		S Jones	DDA Board review downtown	DDA Board	P	Need to schedule for 2025
Lawn Maintenance		DDA Board	Weed control		C/R	Park Maintenance list
Mowing		DDA Board	Contract		R	Pioneer Landscaping contract
Landscaping/Flowers		DDA Board	Contract		R	Pioneer Landscaping contract
Horizon Park						
Dock Maintenance/Improvements		DDA Board	Board Discussion		P	Park Maintenance list-Replacement in 2025/26?
Benches and picnic tables		DDA Board	Board Discussion		P	Park Maintenance list
Landscaping/trees/flowers		DDA Board	Board Discussion		P	Park Maintenance list/Pioneer
Parking lot maintenance		DDA Board	Board Discussion		P	New Parking lot surface in process-May 2025
Mulch/Maintenance		DDA Board	Mulch parking areas, park areas, clear brush with goats		R	Park Maintenance list/Goat contract for June 2025
Events/Marketing		DDA Board	Board Discussion		P	Develop events or partnership and marketing event



GOODBYE GEESE

Monthly Report

Horizon Park

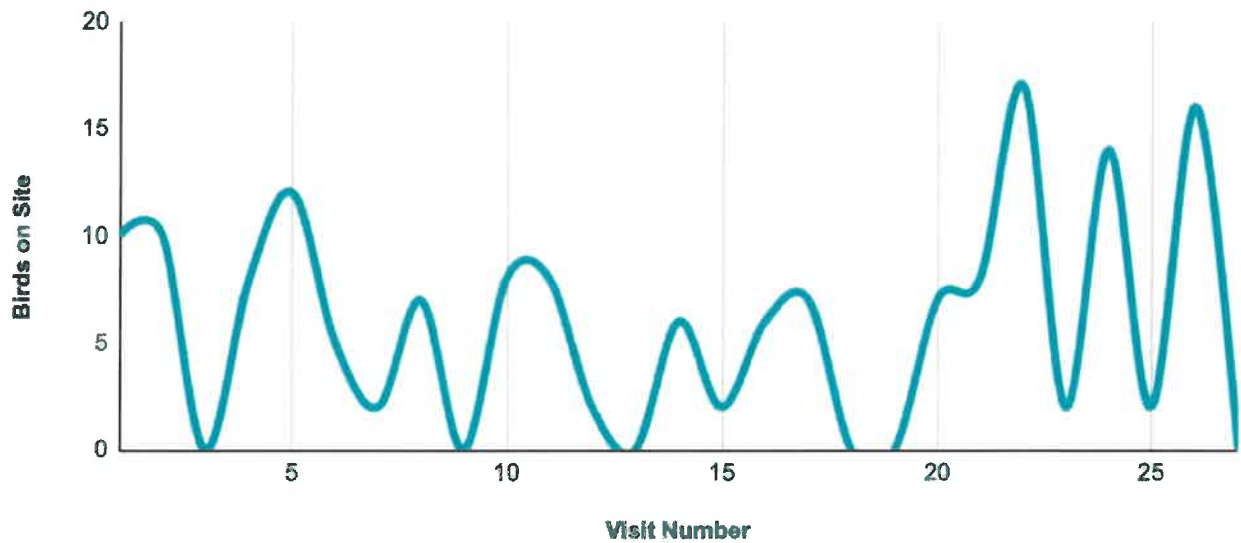
April 2025



GOODBYE GEESE

Visit Log

Horizon Park





GOODBYE GEESE

Visit Number	Horizon Park
1	10
2	10
3	0
4	8
5	12
6	5
7	2
8	7
9	0
10	8
11	8
12	2
13	0
14	6
15	2
16	6
17	7
18	0
19	0
20	7
21	8
22	17
23	2
24	14
25	2
26	16
27	0



GOODBYE GEESE

Analysis

- Horizon park has vexed us so far this year. The strip of land should not be too appealing, but supports a resilient goose population. Parents of goslings are even walking their goslings all the way up to the ledge, likely using the docs and ramps. From goose standards, walking defenseless goslings long distances like that would be considered extremely risky behavior.
- We applied focused attention, even hazing geese out into the lake via paddleboard quite a distance (more than once to the island in the distance) with no effect, we tried high frequency (2-3 visits during the day and visits after dark to laser the entire surrounding bird population).
- Late one afternoon, one of our team members was stopped by a woman from the community driving a white SUV (make and model not clear, unable to recall license plate number). She declared that she had had conflicts in the past with the former goose control team, and that she was deliberately feeding geese at Horizon Park morning and evening, and would not cease until she was arrested.

Next Steps

- We are working with the city to install a camera to try to catch the feeder in the act in an attempt to identify who they are so the Civil Ordinance can be applied.



1279 Hazelton-Etna Road SW
Pataskala, OH 43062
614-855-3790
www.midstatesrecreation.com

QUOTATION

Sold To	City of Belleville 6 Main Street Belleville, MI, 48111 United States	Ship To	Victory Park 86 S. Liberty Belleville, MI, 48111 United States
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Date	Quote #	Terms	Rep	Project	Ship Contact
2025-04-18	QTN-17860 Valid Until 05-18-2025	Net 10	Brion Kilpela	2025 04 Victory Park EWF Top Off - Mi Belleville City Of	

Item Code	Description	Qty	Rate	Amount
Wood Fiber	Supplied and installed(cy) Playground Engineered Wood Fiber Safety Surfacing - ASTM Compliant	215.0 Each	\$ 45.00	\$ 9,675.00

Subtotal	\$ 9,675.00
Michigan Sales Tax	\$ 0.00
Total	\$ 9,675.00

Acceptance of Proposal

(Please be sure you have read, signed, and initialed and understand the terms and conditions) The items, prices, and conditions listed herein are satisfactory and are hereby accepted.

Signature (Approval)	
Printed Name	
Title	
Date	

TERMS AND CONDITIONS

QUOTE CONDITIONS AND ACCEPTANCE:

This quote is only valid for 30 days.

*** (Pls Initial) It is the Buyer's responsibility to verify quantities and description of items quoted. Once your order has been placed, any changes including additions, deletions, or color changes, could result in price increases, additional fees and could cause delays.

EXCLUSIONS : Unless specified, this quote excludes all of the following but not limited to:

Required Permits/Inspections, Background Checks, Davis Bacon, Prevailing Wage or Certified Payroll
Performance/Payment Bonds
Site Restoration
Site work, saw cutting/core drilling, and landscaping.



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QUOTATION

Removal of existing equipment
Unloading; Receiving of inventory or equipment; Storage of equipment.
Equipment assembly and/or installation
Safety surfacing; Borders or drainage requirements
Landscaping Repairs DUE to poor access or in climatic weather

FREIGHT AND DELIVERY: (if applicable)

Shipping is FOB Origin (means the buyer accepts the title of the goods at the shipment point and assumes all risk once the seller ships the product). All equipment will arrive unassembled.

*** (Pls Initial) Buyer is responsible to meet and provide adequate personnel/equipment to unload truck
A Check List, detailing all items shipped, will be included with the shipment. Unless taking delivery is specifically included in quote.

Buyer is responsible for ensuring the Sales Order Breakdown and Item Numbers on all boxes and pieces match the Check List.

*** (Pls Initial) Shortages or damages must be noted on the driver's delivery receipt. Shortages or damages not noted become the buyers financial responsibility.

Please notify Midstates Recreation immediately of any damages.

Shortages and Concealed Damage must be reported to Midstates Recreation within 10 days of delivery.

A reconsignment fee will be charged for any changes made to delivery address after order has been placed.

TAXES:

All orders are subject to applicable sales tax unless a tax exemption form is on file at the time the order is placed.

PAYMENT TERMS:

An approved Credit Application is required for new customers or customers that haven't been active in the last 18 months. Terms are check with order, or 50% down payment with approved credit (terms do vary based on references). Balance of product & freight will be invoiced upon shipment, due Net 10 days. 100 % prepayment required on Replacement Parts. A 3% charge will be added to all credit card orders over \$ 3,000.

For all non-taxpayer-funded entities: A 1.5% monthly service charge will be assessed on all balances over 30 days.

RESTOCKING: Items canceled, returned or refused will be subject to a minimum 25% restocking fee. All return freight charges are the responsibility of the Buyer.

MAINTENANCE/WARRANTY:

Manufacturer's standard product warranties apply and cover equipment replacement and freight costs only; labor is not included.

Midstates Recreation offers no additional warranties.

Maintenance of the equipment and safety surfacing is the responsibility of the customer.

Any unauthorized alterations or modifications to the equipment (including layout) will void your warranty.

INSTALLATION: (if applicable)

Spoils are to remain onsite.

Permits/inspections are the owner's responsibility and associated costs.

Customer must locate all underground private utilities before your scheduled installation a third-party private utility service can be provided at an additional cost if necessary. Additional charges may apply if obstruction(s) are encountered beneath the surface. Not responsible for damaged/broken parts on existing playground equipment. Not responsible for crossing sidewalks.



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Acceptance of this proposal, made by an authorized agent of your company, indicates agreement to the above terms and conditions.

Customer Signature

Updated:

Printed Name and Title

Date



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Michigan Sales Tax	\$ 0.00
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Customer Signature
Updated:

Printed Name and Title

Date

ACCOUNTS PAYABLE EXPENDITURES
DDA MEETING MAY 2025

DATE	AMOUNT		G. TOTAL
5/21/2025	\$364,945.92		\$364,945.92
<u>GRAND TOTAL</u>			\$364,945.92

DDA FOR CITY OF BELLEVILLE

CHECK NUMBER 2485 - 2491

BANK CODE: DDA - Downtown Development Authority - CHECK TYPE: PAPER CHECK

Check Number	Check Type	Amount	Bank Account	Check Date	Post Date	Vendor Name	Vendor Code
Bank Account: DDA Downtown Development Authority							
Check Date: 5/2/2025 12:00:00 AM DDA							
2485	Paper Check						
Total Check Date 05/02/2		358,450.00	DDA	05/02/2025	05/02/2025	THE HUNTINGTON NATIONAL BANK	4516
		358,450.00					
Check Date: 5/15/2025 12:00:00 AM DDA							
2486	Paper Check	396.00	DDA	05/15/2025	05/15/2025	BELLEVILLE-AREA INDEPENDENT	0817
2487	Paper Check	101.22	DDA	05/15/2025	05/15/2025	CITY OF BELLEVILLE	0253
2488	Paper Check	19.73	DDA	05/15/2025	05/15/2025	DTE ENERGY	0075
2489	Paper Check	550.00	DDA	05/15/2025	05/15/2025	GOODBYE GEESE	4682
2490	Paper Check	5,311.05	DDA	05/15/2025	05/15/2025	MCPHEE, RICHARD	4572
2491	Paper Check	117.92	DDA	05/15/2025	05/15/2025	WASTE MANAGEMENT OF MI	2405
Total Check Date 05/15/2		6,495.92					
Total Bank Account DDA:		364,945.92					
Report Total:		364,945.92					