

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

**Wednesday, January 19, 2022 6:00 pm (EST)
Belleville City Hall—Council Chambers
6 Main Street, Belleville, MI 48111**

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

Denise Baker – Secretary	Kelly McWilliams
Valerie Kelley-Bonner	Sabrina Richardson-Williams – Treasurer
Jim Chudzinski	Jennifer Winter
Mayor Kerreen Conley	
Alicia McGovern - Chair	

Determination of Quorum and Status of Absent Members
- 3. Citizen Comments, Non-Agenda Items**
- 4. Approval of and/or Changes to the Agenda**
- 5. Approval of Meeting Minutes**
– December 15, 2021 Regular DDA Meeting
- 6. General Business**
 - A. Election of Officers**
 - B. DDA Committees**
 - C. Reschedule Strategic Planning Study Session**
- 7. Director’s Report**
- 8. Treasurer’s Report and Accounts Payable**
- 9. Chair and Board Member Comments**
- 10. Citizen Comments**
- 11. Action Items for Next Regularly Scheduled Meeting**
- 12. Adjournment**

City of Belleville
Downtown Development Authority
Meeting Minutes
Wednesday, December 15, 2021 (Belleville District Library)

The Regular Meeting of the Belleville DDA was called to order at 6:00 pm by Chair Alicia McGovern.

1) PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

2) ROLL CALL:

Denise Baker	Present	Kelly McWilliams	Present
Jim Chudzinski	Present	Sabrina Richardson-Williams - Treasurer	Present
Mayor Kerreen Conley	Absent	Jennifer Winter	Absent
Valerie Kelley-Bonner	Absent		
Alicia McGovern - Chair	Present		

3) CITIZEN COMMENTS, NON-AGENDA ITEMS

Chief Robinson: Commented on a recent incident with a suspected breaking & entering crew fleeing Belleville Police. While Belleville Police ended the pursuit at the end of the City Limits, the suspects were pursued by multiple law enforcement agencies in southeast Michigan. The suspects are still at-large.

Tom Fielder: Commented that there was a good turnout for Photos with Santa event.

4) APPROVAL OF THE AGENDA

Motion to approve the agenda with an updated Payables Report by Sabrina Richardson-Williams. Second by Kelly McWilliams.

Voice Vote: 5 Ayes, 0 Nays. MOTION CARRIED

5) APPROVAL OF NOVEMBER 20, 2021 REGULAR MEETING MINUTES

Motion to approve the regular meeting minutes by Sabrina Richardson-Williams. Second by Kelly McWilliams.

Roll Call Vote: 5 Ayes, 0 Nays. MOTION CARRIED

6) GENERAL BUSINESS

A. 2021 ANNUAL REPORT:

Deputy City Manager McLean presented the DDA Annual Report for 2021. Copies of the report will be shared with representatives from Wayne County.

B. STREETSCAPE BOND REFINANCING LETTER OF SUPPORT

Motion to approve the draft letter of support to City Council by Sabrina Richardson-Williams. Second by Kelly McWilliams

Roll Call Vote: 5 Ayes, 0 Nays, MOTION CARRIED

C. 2022 ANNUAL CALENDAR

Chair McGovern and Deputy City Manager McLean informed the Board that a calendar of all events has been created. The calendar will be available electronically to the DDA Board and updated as new events are being planned.

D. DDA STRATEGIC PLANNING SESSION

Deputy City Manager McLean reminded the DDA Board that there will be a strategic planning session on Saturday, December 18, 2021 from 9AM-Noon in the first floor conference room at the Belleville District Library.

7) DIRECTOR'S REPORT

Deputy City Manager McLean provided a brief summary on the status of a number of items he is working to complete.

8) TREASURER'S REPORT AND ACCOUNTS PAYABLE

Sabrina Richardson-Williams presented the payables report and asked the Board to approve payables in the amount of \$76,161.87.

Motion to approve the payables by Denise Baker. Second by Kelly McWilliams.

Roll Call vote: 5 Ayes, 0 Nays. MOTION CARRIED.

9) CHAIR AND BOARD MEMBER COMMENTS

McGovern: Stated she was glad to be recovering from a recent illness. She is looking forward to the strategic planning session on Saturday.

McWilliams: Stated that 2021 was a good year. She commented that there are new faces in the City and in various Boards and Commissions. She believes there is a good mix of people and that Belleville is moving in the right direction.

Baker: Asked about the potential for seasonal DPW workers in 2022. Wished everyone Happy Holidays.

Richardson-Williams: Congratulated Kelly McWilliams on being the Parade Marshal at the Winterfest Parade. She commented that Winterfest was great and that she is excited about the coming Golf Cart Ordinance.

Chudzinski: Stated that this was a good year. Winterfest was well attended. Glad to see the positive growth in Belleville.

10) CITIZEN COMMENTS

Chief Robinson: Stated that he has a grand vision for Belleville in 2022. Commented that Administration is meeting with representatives from Wayne County on possible grant funding for Victory Station and the Veteran's Memorial.

Tom Fielder: Discussed possible charter revisions in 2022. Commented that there is no news from Van Buren Township on the status of the museum.

Ken Voigt: Stated that he enjoyed Winterfest. Suggested that there be an annual event for "Goatscaping."

Motion to adjourn at 6:52 pm made by Jim Chudzinski. Second by Sabrina Richardson-Williams.

Voice Vote: 5 Ayes, 0 Nays. MOTION CARRIED

Respectfully submitted,

Timothy McLean
Deputy City Manager/DDA Director
Downtown Development Authority

Approved:



Deputy Administrator

Memorandum

To: Belleville Downtown Development Authority
From: Tim McLean, Deputy City Manager/DDA Director
Date: January 14, 2022
Re: Election of Officers

The first meeting of the year calls for the selection of Officers for the DDA Board. A motion is necessary to appoint the following Officers: Chair, Vice-Chair, Treasurer, Secretary.



Deputy Administrator

Memorandum

To: Belleville Downtown Development Authority
From: Tim McLean, Deputy City Manager/DDA Director
Date: January 14, 2022
Re: DDA Committees

At the December study session, the DDA Board discussed establishing sub-committees to focus on specific roles of the DDA. Examples of sub-committees discussed at the study session included: economic development, events, finance, façade program, arts, SOUP project.

The size of the sub-committees typically does not consist of a quorum of Board Members. Should a committee have a quorum of Board Members, all terms and conditions of the Michigan Open Meetings Act would apply.