

City of Belleville
Downtown Development Authority
Special Meeting Minutes
Wednesday, February 16, 2022 (Belleville City Hall)

The Special 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	Present	Jennifer Winter*	Present
Valerie Kelley-Bonner	Absent		
Alicia McGovern - Chair	Present		

*Jennifer Winter arrived at 6:05PM

3) APPROVAL OF THE AGENDA

Motion to approve the agenda by Mayor Conley. Second by Jim Chudzinski.

Voice Vote: 6 Ayes, 0 Nays. MOTION CARRIED

4) GENERAL BUSINESS

A. AUDIT PRESENTATION—PLANTE MORAN:

Accountant Kelly Howey from Plante Moran presented the DDA portion of the annual audit. The auditors issued an unmodified opinion; which is the “gold standard” for a municipal audit.

B. DDA/CITY MAINTENANCE AGREEMENT:

Director McLean presented the proposed changes to the maintenance agreement between the DDA and the City. The proposed changed would increase payments back to the City for services performed in the DDA district, and administrative services to the DDA provided by the City.

The DDA Board requested that language be added to the proposed new maintenance agreement stating that there would be monthly reporting on work completed in the DDA district by the Department of Public Works.

The DDA reached a consensus about the proposed changes to the maintenance agreement. Director McLean stated that approval of the new maintenance agreement would be the first order of business for the March 16, 2022 DDA Meeting.

City Manager/Police Chief Robinson stated he would incorporate final revisions to the proposed maintenance agreement.

C. 2022 PROJECTS DISCUSSION:

The DDA Board discussed projects for 2022. Some of the projects included electrical work in 4th Street Square/Place, restriping of Main Street from E. Huron River Dr. to Liberty, and looking into the potential for grants with DTE for a charging station for electric vehicles.

5) CITIZEN COMMENTS

Rosemary Otzman: Commented on recent action taken by the Library Board relative to the library millage.

Tom Fielder: Requested that the DDA maintain the format of having Citizen Comments on Agenda Items and Citizen Comments for non-Agenda items for future meetings.

Motion to adjourn at 7:09 pm made by Jennifer Winter. Second by Jim Chudzinski.

Voice Vote: 8 Ayes, 0 Nays. MOTION CARRIED

Respectfully submitted,

Timothy McLean
Deputy City Manager/DDA Director
Downtown Development Authority

Approved: