

City of Belleville
Downtown Development Authority
Meeting Minutes
Wednesday, May 18, 2022 (Belleville City Hall)

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	Absent	Kelly McWilliams	Present
Jim Chudzinski	Present	Sabrina Richardson-Williams - Treasurer	Present
Mayor Kerreen Conley	Present	Jennifer Winter	Arrived @ 6:10pm
Valerie Kelley-Bonner	Absent		
Alicia McGovern - Chair	Present		

3) CITIZEN COMMENTS, AGENDA ITEMS

There were no citizen comments.

4) APPROVAL OF THE AGENDA

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

Voice Vote: 5 Ayes, 0 Nays. MOTION CARRIED

5) APPROVAL OF APRIL 20, 2022 REGULAR MEETING MINUTES

Motion to approve the meeting minutes with one revision; Food Truck Wednesday discontinued by Sabrina Richardson-Williams. Second by Kelly McWilliams.

Voice Vote: 6 Ayes, 0 Nays. MOTION CARRIED

6) GENERAL BUSINESS

A. 2022-23 DDA BUDGET:

Motion to approve the recommended 2022-23 DDA Budget made by Jennifer Winter. Second by Jim Chudzinski.

Roll Call Vote: 6 Ayes, 0 Nays. MOTION CARRIED

B. VICTORY PARK GRANT MATCH RESOLUTION:

Motion to approve the Victory Park Grand Match Resolution made by Jim Chudzinski. Second by Sabrina Richardson-Williams.

Roll Call Vote: 6 Ayes, 0 Nays. MOTION CARRIED

C. PURCHASING POLICY:

Motion to approve the draft DDA Purchasing Policy made by Mayor Conley. Second by Sabrina Richardson-Williams.

Roll Call Vote: 6 Ayes, 0 Nays. MOTION CARRIED

7) DIRECTOR'S REPORT

Deputy City Manager McLean discussed several activities in the DDA District. Conditional offers of employment have been made for seasonal DPW positions, the City is receiving a grant for the Summer Youth Program, new sculptures have been placed in the DDA District as of May 10. KBE Hoist will be installing the floating dock at Horizon Park the week of May 23.

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 \$7,458.40.

Motion to approve the payables by Sabrina Richardson-Williams. Second by Jim Chudzinski.

Roll Call vote: 6 Ayes, 0 Nays. MOTION CARRIED.

9) CHAIR AND BOARD MEMBER COMMENTS

McGovern: Stated she was pleased with how the budget process went this year.

Richardson-Williams: Commented that is excited to see the upcoming progress on DDA maintenance.

Conley: Thanked the DDA Budget Committee for its budget preparation work. Stated that she likes the new sculptures around town.

McWilliams: Stated she is happy with the progress being made by the DDA.

Winter: Commented that she is excited that 4th Street Square will be cleaned up this summer.

10) CITIZEN COMMENTS

Elias (last name?) commented about seeing improvements made to the playground in Victoria Commons.

11) ACTION ITEMS FOR NEXT MEETING AGENDA

- Victoria Commons Park Improvements.
- Placement of station of dog waste bags in City Parks.
- Report from Economic Development Committee on partnerships and other development project ideas.

12) ADJOURNMENT

Motion to adjourn at 6:58 pm made by Jennifer Winter. Second by Jim Chudzinski.

Voice Vote: 6 Ayes, 0 Nays. MOTION CARRIED

Respectfully submitted,

Timothy McLean
Deputy City Manager/DDA Director
Downtown Development Authority