

City of Belleville
Downtown Development Authority
Meeting Minutes
Wednesday, April 20, 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	Present	Kelly McWilliams	Arrived @ 6:20pm
Jim Chudzinski	Absent	Sabrina Richardson-Williams - Treasurer	Present
Mayor Kerreen Conley	Present	Jennifer Winter	Present
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 by Denise Baker. Second by Sabrina Richardson-Williams.

Voice Vote: 5 Ayes, 0 Nays. MOTION CARRIED

5) APPROVAL OF MARCH 16, 2022 REGULAR MEETING MINUTES

Motion to approve the meeting minutes by Sabrina Richardson-Williams. Second by Mayor Conley.

Voice Vote: 5 Ayes, 0 Nays. MOTION CARRIED

6) GENERAL BUSINESS

A. 4TH STREET PLACE ELECTRICAL WORK:

Motion to approve the proposed quote from Osier Electric to install an electrical cabinet in 4th Street Place made by Denise Baker. Second by Sabrina Richardson-Williams.

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

B. DDA PURCHASING POLICY:

Discussion on this item was tabled until the following meeting.

C. BACC-LAKEFEST PARTNERSHIP:

The DDA Board discussed potential partnership with the Belleville Area Chamber of Commerce for the 2022 Lakefest. It was the consensus of the DDA Board that they are open to the concept of partnering with local entities, however, additional discussion and a more open format would be necessary.

7) DIRECTOR'S REPORT

Deputy City Manager McLean discussed several activities in the DDA District. Interviews have been scheduled for the Seasonal DPW positions for the DDA District. The Streetscape Bond Refinancing process has been completed. For the annual sculpture project, the date for installation is May 10.

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 \$11,288.29.

Motion to approve the payables by Sabrina Richardson-Williams. Second by Mayor Conley.
Roll Call vote: 5 Ayes, 0 Nays. MOTION CARRIED.

9) CHAIR AND BOARD MEMBER COMMENTS

McGovern: Voiced words of support in wishing Board Member Valerie Kelley-Bonner a quick recovery. Wished everyone a happy Easter.

Winter: Commented that is happy to see everything happening in the City.

Baker: Commented that she is looking forward to Spring. Also suggested that having food trucks during the Monday car shows.

Richardson-Williams: Commented that she would like to have an alley project discussed with the Economic Development Committee.

McWilliams: Commented that last year's Food Truck Wednesdays often conflicted with events happening in Van Buren Township.

10) CITIZEN COMMENTS

There were no citizen comments.

11) ADJOURNMENT

Motion to adjourn at 7:30 pm made by Jennifer Winter. Second by Denise Baker.

Voice Vote: 6 Ayes, 0 Nays. MOTION CARRIED

Respectfully submitted,

Timothy McLean
Deputy City Manager/DDA Director
Downtown Development Authority