

**CITY OF BELLEVILLE  
DOWNTOWN DEVELOPMENT AUTHORITY  
REGULAR MEETING MINUTES  
Wednesday, November 16, 2022 – 6:00 pm**

The regular meeting of the Downtown Development Authority was held via a hybrid of in-person and virtual access through ZOOM.

The regular meeting of the Downtown Development Authority was called to order by Board Chairperson McGovern at 6:00 p.m.

**1. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE**

**2. ROLL CALL**

|                                  |         |
|----------------------------------|---------|
| Board Member Kelly-Bonner        | Present |
| Board Member McWilliams          | Present |
| Board Member Winter              | Present |
| Board Member Baker               | Present |
| Board Member Richardson-Williams | Present |
| Chair McGovern                   | Present |
| Mayor Conley                     | Present |

**3. CITIZEN COMMENTS, AGENDA ITEMS ONLY**

- Kelly Bates
  - Stated that she is looking forward to the discussions about Village Park, City parks in general, and the possibility of a community garden.
  - Noted that she had previously mentioned the idea of a community garden, with Village Park as a prospective location.
- Tom Fielder
  - Noted that the property located behind Citizen's Bank had been mentioned as a possible location for a community garden in previous discussions about the topic.
  - Provided the Board with history on Village Park.

**4. APPROVAL OF AND/OR CHANGES TO AGENDA**

**MOTION:** Motion by Baker, supported by Kelley-Bonner to approve the agenda as presented.

|                 |                                  |     |
|-----------------|----------------------------------|-----|
| ROLL CALL VOTE: | Board Member Kelley-Bonner       | Aye |
|                 | Board Member McWilliams          | Aye |
|                 | Board Member Winter              | Aye |
|                 | Board Member Baker               | Aye |
|                 | Board Member Richardson-Williams | Aye |
|                 | Chair McGovern                   | Aye |
|                 | Mayor Conley                     | Aye |

**Motion Carried.**

## 5. APPROVAL OF MEETING MINUTES

- A. October 26, 2022, Regular DDA Meeting
- B. November 7, 2022, Special DDA Meeting

**MOTION:** Motion by Richardson-Williams, supported by Baker to approve the Minutes of the Regular DDA Meeting held on Wednesday, October 26, 2022, as well as the Minutes of the Special DDA Meeting held on Monday, November 7, 2022.

|                 |                                  |     |
|-----------------|----------------------------------|-----|
| ROLL CALL VOTE: | Board Member Kelly-Bonner        | Aye |
|                 | Board Member McWilliams          | Aye |
|                 | Board Member Winter              | Aye |
|                 | Board Member Baker               | Aye |
|                 | Board Member Richardson-Williams | Aye |
|                 | Board Member McGovern            | Aye |
|                 | Mayor Conley                     | Aye |

**Motion Carried.**

## 6. GENERAL BUSINESS

- A. Swearing In of New Board Member – Ivan Ankwatsa
  - New Board Member, Ivan Ankwatsa of Pryde Athletics, was sworn in by City Clerk Hootman.
- B. Partnerships with Events and Other Entities - Discussion
  - City Manager Robinson
    - i. Stated that it is important for the DDA to be a leading force for events within the City, and feels that having partnerships with the Chamber of Commerce, Central Business Community, Arts Council, and other organizations is crucial in doing so.
  - Board Member Kelley-Bonner
    - i. Agreed with Robinson, but stated that she would like to have clear guidelines and boundaries set among the organizations regarding responsibilities and/or any profits to be made.
- C. Social Media and Economic Development - Discussion
  - City Manager Robinson
    - i. Stated he would like whomever is hired for the economic development role to have expertise in market analysis.
    - ii. Noted that the individual responsible for managing social media could potentially be the same person who is hired as the new Project Manager for the City.
  - Chair McGovern
    - i. Asked the Board if they should move forward with hiring someone to lead economic development in the City, as well as someone to handle marketing and social media.
    - ii. Stated she would like to have a vision in mind and ready for January in order to move forward with this process.

D. Village Park

- City Manager Robinson
  - i. Mentioned the possibility of asking the company hired to repair the roads in Hillside Cemetery to also resurface the basketball court at Victory Park, and potentially install a pickleball court in Village Park.
- Board Member Baker
  - i. Noted that the DDA has approximately \$27,000 budgeted for park improvements.
- Board Member Richardson-Williams
  - i. Stated she would like to see benches and picnic tables added in Village Park.

E. Community Garden

- City Manager Robinson
  - i. Suggested a few groups/organizations which could potentially run a community garden.
  - ii. Stated that he would like to do some more research to find out how these types of gardens are typically managed.

7. **DIRECTOR'S REPORT**

- City Manager Robinson had nothing to report.

8. **TREASURER'S REPORT AND ACCOUNTS PAYABLE**

**MOTION:** Motion by Kelley-Bonner, supported by Conley authorizing the Treasurer's Report and Accounts Payable as presented.

|                 |                                  |     |
|-----------------|----------------------------------|-----|
| ROLL CALL VOTE: | Board Member Kelly-Bonner        | Aye |
|                 | Board Member McWilliams          | Aye |
|                 | Board Member Winter              | Aye |
|                 | Board Member Ankwatsa            | Aye |
|                 | Board Member Baker               | Aye |
|                 | Board Member Richardson-Williams | Aye |
|                 | Board Member McGovern            | Aye |
|                 | Mayor Conley                     | Aye |

**Motion Carried.**

9. **CHAIR AND BOARD MEMBER COMMENTS**

- Board Member Baker
  - Welcomed new Board Member Ivan Ankwatsa.
  - Noted that the Winter Fest is approaching.
- Board Member Kelly-Bonner
  - Is excited for the collaboration between the DDA and various groups to plan events in the City.
  - Welcomed Board Member Ankwatsa.
- Board Member McGovern
  - Stated that she would like to see a follow-list established for the DDA.
  - Welcomed Board Member Ankwatsa.
  - Wished everyone a happy holiday.

- Board Member McWilliams
  - Welcomed Board Member Ankwatsa.
  - Noted that she attended a Chamber of Commerce meeting and that there are many events coming up.
  - Is excited about the thought of a community garden.
  - Noted that she has some ideas for the website.
- Board Member Richardson-Williams
  - Welcomed Board Member Ankwatsa.
  - Thanked Tom Fielder for his historical perspective on Village Park.
- Board Member Winter
  - Welcomed Board Member Ankwatsa.
  - Wished everyone a great Thanksgiving.
- Board Member Ankwatsa
  - Thanked everyone for welcoming him to the Board.
  - Is excited to learn and lend his perspective on things.
- Mayor Conley
  - Wished everyone a happy Thanksgiving

#### 10. **CITIZEN COMMENTS, NON-AGENDA ITEMS**

- Tom Fielder
  - Believes that the DDA is neglecting an opportunity to work with student groups at the high school, including New Tech and the JROTC.
  - Inquired if Mayor Conley had any information regarding the Belleville Area Museum.
- Kelly Bates
  - Agreed with Tom Fielder about working with groups at the high school.
  - Would like citizens to have the ability to comment on agenda items while they are being presented, in an effort to streamline the meetings.
  - Noted that there has been a food truck operating in the parking lot of Blue Sky, and inquired as to whether or not they are permitted to be there.

#### 11. **ACTION ITEMS FOR NEXT REGULARLY SCHEDULED MEETING**

- Annual budget presentation.

#### 12. **ADJOURNMENT**

**MOTION:** Motion by Richardson-Williams, supported by Baker to adjourn at 7:23 p.m.  
No objections noted.

|                 |                                  |     |
|-----------------|----------------------------------|-----|
| ROLL CALL VOTE: | Board Member Kelly-Bonner        | Aye |
|                 | Board Member McWilliams          | Aye |
|                 | Board Member Winter              | Aye |
|                 | Board Member Ankwatsa            | Aye |
|                 | Board Member Baker               | Aye |
|                 | Board Member Richardson-Williams | Aye |
|                 | Board Member McGovern            | Aye |
|                 | Mayor Conley                     | Aye |

**Motion Carried.**

Briana Hootman / City Clerk

Approved:

Posted:

Published: