



**MEETING MINUTES**  
**March 03, 2022**

**1. Roll Call**

Vice-Chairman Rzeppa called the meeting to order at 6:00PM.

Member	Present	Absent
Rina Balanger	X	
Kathy Kane		X
Carrie Hancock	X	
Katie Mans	X	
Camille Meyer	X	
Mark Nestor		X
David Patz		X
Brian Rzeppa	X	
Steven Rzeppa		Excused
James Schropp		X
<b>Total</b>	<b>5</b>	<b>5</b>

A quorum was present. Other present Dean Church, City Manager, John Iacoangeli, Beckett & Raeder.

**2. Approval of Minutes**

Motion by Balanger and supported by Mans to approve the minutes of the December 14, 2021 DDA meeting. A vote by voice was taken. Approved.

**3. Old Business**

- a. Update on DDA Logo Scholarship. Kane indicated that there was no update at this time due to scheduling conflicts.

**4. New Business**

- a. Beckett & Reader Proposal for DDA Management Services. City Manager Church discussed the current gap in services due to the departure and of John Laub and asked Iacoangeli to review the proposal with the DDA. The City Manager recommended that DDA accept the proposal in order to get the Board up and running with the idea that as the DDA evolved that the services would be transferred to an internal professional that would focus on the DDA and other economic development-related projects. Discussion ensued and the Board agreed that the services outlined in the proposal were needed at this time. A motion was made by Hancock and seconded by Mans to recommend approval of the service proposal to City Council. A vote by voice was taken with unanimous approval.

- b. Discussion on the future of the DDA. City Manager Church reviewed with the Board his recent conversations with Wayne County on the proposed DDA expansion. He indicated that the expansion would include all of Jefferson and West Road. He indicated that the County seemed receptive but would likely require the City and DDA to enter into an Intergovernmental Agreement (IGA). If the expansion transpires the DDA would have one development plan that covers the original and expanded districts and two tax increment forecasts.

The City Manager also informed the DDA that previous financial commitments for infrastructure projects made by the DDA and requiring the use of their tax increment revenues were now complete and the Authority would be starting to see an increase in funds for other projects. He also noted that he is working with the Wayne County Road Commission on potential road and streetscape improvements in the proposed DDA expansion district along West Road.

- c. Discussion on Bylaws. Iacoangeli reviewed with the Board the proposed bylaws that he been working with John Laub on prior to his departure. He noted that Section 7 of the bylaws would likely change in order to address those items that require City Council approval. He suggested reviewing the bylaws but not approving until the Manager and Mayor had an opportunity to review in more detail.

5. Public Comment

There was no public comment.

6. Announcements

No announcements.

7. Next Meeting.

The Board discussed the next meeting and decide to forego the March 17 scheduled meeting and reconvene on April 7, 2022, at 6PM.

8. Adjournment

A motion was made by Balanger and supported by Mans to adjourn the meeting at 7:04 PM.

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