



CITY OF DOVER

DOVER BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY - MINUTES

Meeting Type: Regular Meeting
Meeting Location: City Hall, Second Floor Council Conference Room
Meeting Date: March 3, 2022
Meeting Time: 4:30 PM

Present: Scott Johnson (Chair), Todd Sigmon (Vice-Chair), Sam Haddadin, Anne Nichols, Sean O'Connell, Tim Dargan, Jeff Roemer

Absent: Periklis Karoutas (Excused), Karen Weston (Unexcused), Guy Eaton (Excused), Maurice Olivier (Excused)

Ex Officio Members Present: Christopher Parker, Deputy City Manager; Reid Amy, Office of Business Development, Bob Carrier, Mayor; J. Michael Joyal, City Manager; Dan Lynch, Finance Director

1. CALL TO ORDER

The Chair called the meeting to order at 4:57 PM.

The Chair called for a roll call attendance. A quorum was present.

2. ELECTION OF OFFICERS

Motion: T.Dargan made a motion to nominate S.Johnson for Chair, T.Sigmon for Vice-Chair, M.Olivier for Secretary, and D.Lynch as Treasurer. Seconded by S.O'Connell. Vote: U/A.

3. APPROVAL OF MINUTES

Motion: S.Haddadin made a motion to approve the January 27 2021, public meeting minutes and public-entering non-public session meeting minutes. Seconded by A.Nichols. Vote: U/A

4. STAFF REPORT

The Planning Department is proposing some zoning amendments regarding gas stations and storage facilities to the Planning Board.

Commercial property owners are showing a renewed interest in some underutilized commercial properties along Central Avenue. Some repurposing opportunities are expected to come forward regarding these spaces.

A concept plan for a 42,000 SF medical office building was brought forth to the Technical Review Committee.

5. DISCUSSION ON SEALED MINUTES

Motion: T.Dargan made a motion to authorize the Chair and staff to review and unseal non-public DBIDA meeting minutes from previous years. Seconded by S.Haddadin. Vote: U/A.



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6. SUMMARY OF MEMBER/STAFF MEETINGS

Board members discussed opportunities to engage businesses and create an ambassador program to provide mentorship, guidance, and resources to strengthen the business community.

The Board will begin to focus on advocating for regional and statewide changes impacting area businesses. Board members will become involved with conversations both locally and statewide to provide feedback from Dover businesses and ensure lawmakers understand the effects of policy decisions and changes.

A formal outline for business visitation program will be created with responsibilities and expectations for Board members to conduct regular business visits and provide feedback.

Staff is looking at updating marketing materials and hiring additional staff to assist with outreach and educational materials.

Board members discussed outdoor dining for the upcoming season.

Discussion ensued regarding changing the DBIDA meeting day/time. It was decided to table the discussion until the next meeting.

7. MANAGER'S REPORT

Board members discussed content of the Manager's Report, and what additional information they would like to see moving forward.

8. BOARD MEMBER COMMENTS/QUESTIONS

Discussion continued regarding outdoor dining.

9. ADJOURN

Motion: T.Dargan made a motion to adjourn at 5:42 PM. Seconded by S.Haddadin. Vote: U/A.