

**CITY OF CHELSEA  
DOWNTOWN DEVELOPMENT AUTHORITY  
BOARD OF DIRECTORS MEETING  
7:30 A.M., THURSDAY, SEPTEMBER 18, 2008**

**Present: Jackson, Feeney, Flintoft, Frisinger, Galvin, Heydlauff, Holman, Morrel-Samuels, Myles, Pierce, Winans, Hanifan**

**Absent: Schwarz**

**Others Present: Lynn Fox, Gary Zenz, Chelsea District Library**

1. President Jackson opened the meeting at 7:30 a.m.
2. Jackson introduced Nicole Dombrowski of Vantage Point Technologies who made a presentation about her company, which uses CAD-CAM technology to help communities visualize how a development project would look inserted into a neighborhood or community. It uses 3-D technologies and graphics. Bids for this sort of work are based on square footage and existing information. The Board is interested in exploring how it could be used by Chelsea.
3. **Motion by Flintoft, second by Frisinger to approve the minutes of July 17, August 21 and Sept. 3, 2008 Board of Directors meeting. Motion carried.**
4. DDA Plan Amendment to accommodate Federal Screw redevelopment. **Motion by Flintoft, second by Myles to approve the Amendment to Tax Increment Financing and Development Plan and to forward it to City Council at the next Council meeting, Tuesday, September 23, 2008. Motion carried.** The timeline as laid out by Miller Canfield will begin after City Council adopts a resolution calling for a public hearing on the Plan Amendment.
5. **Longworth Building update (a)**The Longworths agreed to an extension on the DDA's option. **Motion by Heydlauff, second by Frisinger to approve the extension of the option on Longworth property until Nov. 15, 2008. Motion carried. Nays 2(Myles, Morrel-Samuels)**

**(b)** Three bids were received to do the environmental assessment on the property. After considerable discussion regarding the projected use for the property having a bearing on the findings from the assessment, such as a parking lot versus a restaurant. Motion by Feeney, second by Morrel-Samuels to approve the bid by Canobus to do the environmental assessments on the property at a cost of approximately \$5700. Motion carried.
6. **Municipal Building** – Hanifan reported that the RFPs for site design of the Chelsea Bank property are due Friday, Sept. 19. Discussion on the financial participation of DDA was

briefly addressed. It is expected that the DDA's participation will be related to areas which will be public parking. DDA Board will meet with City Council in October.

7. **Napieralski project** – Hanifan sent a letter, per DDA Board instruction, to Todd telling him that the DDA wants to work with him in developing the parking lot next to his office.
8. **Maintenance** – Brick repair work is continuing.
9. **Library** – Gary Zenz and Lynn Fox were present to discuss drainage problems on the north side of the library, next to Merkels. DDA has agreed to replace a drain, but the other solution should be worked out between Merkels and the Library.
10. Chamber of Commerce update – Pierce reminded the board about the Business After Hours Sept. 25 at Waterloo Farm Museum. The Marching Band competition will be held at the high School September 24.
11. City Manager update – Hanifan told of the very nice ribbon cutting ceremony on the new bridge at Vet's Park on Tuesday noon. Hanifan agreed to follow-up with Vantage Point Technoligies.
12. Meeting adjourned at 9 a.m.