

**CITY OF CHELSEA
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
7:30 A.M., THURSDAY, October 20, 2011**

Present: Cleary (arrived at 7:35AM), Finger, Frisinger, Heydlauff, Merkel, Morrel-Samuels, Myles, Pierce, Winans

Absent: Flintoft, Lindauer, Schwarz,

Others Present: John Hanifan, Robert Stevens – Planning Commission, Howard Flintoft, Bill Harmer

Mr. Frisinger calls the meeting to order at 7:30 a.m. and took roll call of Board.

1. Public Hearings under consideration
-None under consideration
2. Public Comment
-none
3. Approval of the Consent Agenda
-No items suggested for a consent agenda
4. **Motion by , second by to approve the regular agenda with the addition of Item 13A, Closed Session Purchase of Real Estate. Motion carried.**
5. **Motion by Morrel-Samuels, second by Frisinger to approve the minutes of the September 15, 2011 Board of Directors meeting with a correction of including Hanifan as present at the meeting.. Motion carried.**
6. Submission of Bills – No bills submitted
7. Communications to the Board - None
8. Reports from Board Committees
-**Chelsea First – Pat Cleary** The committee has scheduled a workshop for businesses for Monday, October 24th at 8am at the Library to demonstrate how the site can work and how cooperative advertising can help. Adams Outdoor advertising and Hank Weber will attend the workshop. The billboards were moved per the contract and are now on I-94. Web traffic last month was greater than all other months combined. Group is focusing on the “Life-tic” part of the site.
-Accessibility – No report
9. **Reports from Officers and City Manager**
-**City Manager Hanifan** reported that the Fire Station project is complete and they did submit a bill for \$30,000 for the driveway area. DDA did budget that amount, so the bill will be processed. Project looks great.
-MCI is moving along with its survey and design plans. Still waiting for more definitive project schedule.
-Longworth. - The Abatement Grant Section 106 Review was submitted to State of Michigan. Have to wait for that approval prior to any work starting.
-Heydlauff asked about leaf removal in downtown. Hanifan said City can make it a priority.

Generally agreed that Holiday Lighting would be turned on first week of November.

- New Business – None

- Unfinished Business -Myles gave update on historic plaques. A map was distributed with the 18 proposed locations as well as the property owners that were contacted (materials attached). Michelle McClellan offered the services of UM grad students to assist the effort (letter attached).

MOTION by Myles, SECOND by Morells-Samuels to approve up to \$1,500 for the first plaque. MOTION CARRIED UNANIMOUSLY.

10. New Business

11. **Announcements**

-Chamber of Commerce Update – Bob Pierce (a) Citizen of the Year banquet was a great success.**(b)**The Chamber is hosting the City Council Candidate Forum on November 3rd from 7pm to 9pm at the Washington Street Education Center. © Business After Hours at Sandhill Cranes Vinyard is from 5 – 7 p.m., October 27. (d) The Gateway Communities group is having its second meeting with Mark Lantz, the creator of the Pure Michigan Campaign. Meeting is this Friday. (e) Reminded the group that the Lucy Ann Lantz show has a segment on Chelsea Businesses on Tuesday mornings and welcomes any/all if they would like to participate.

-Library Update – Bill Harmer Dan Buettner, author of The Blue Zones, will be holding a live session via Skype at the Washington Street Auditorium on November 9 at 7pm.

12. **A CLOSED SESSION**-Potential Purchase of Real Property

MOTION by Pierce, SECOND by Myles to enter into closed session

ROLL CALL - Heydlauff-YES, Cleary-YES, Merkel-YES, Pierce-YES, Myles-YES, Winans-YES, Morel-Samuels-YES, Frisinger-YES

MOTION by Pierce, SECOND Frisinger to leave close session and continue with open session. MOTION CARRIED.

MOTION by Heydlauff, SECOND by Pierce to conditionally approve the Purchase Agreement for the Palmer Ford Property, with the following four contingencies

1. Completion of A Certified Appraisal
2. Environmental Review
3. DDA financing
4. Attorney Review of the Purchase Agreement

Much discussion about the appraisal and whether the purchase price could be amended or altered

based on the appraisal results. It was generally agreed that it could and that any of the four contingencies would or could void the sale.

13. Adjournment – **Motion by Pierce, second by Winans to adjourn the meeting at 8:27 a.m.**

MOTION carried unanimously.