

CITY OF CHELSEA  
DOWNTOWN DEVELOPMENT AUTHORITY  
BOARD OF DIRECTORS REGULAR MEETING MINUTES  
7:30 AM, Thursday, April 15, 2021  
HELD VIA CONFERENCE CALL DUE TO THE COVID-19 SITUATION

Board Present: Tim Merkel, Kathy Finger, Ron Livengood, Stephanie Moran, Bill O'Reilly, Rob Mida  
Mayor Melissa Johnson

Absent: None

City of Chelsea: John Hanifan, Julia Upfal

1. Call to Order – Chairperson Merkel opened the meeting at 7:34 a.m.
2. Public Comments – None
3. Consent Agenda – No items suggested.
4. Regular Agenda - **Motion by Finger, Seconded by Moran to approve Regular Agenda.**
  - **All ayes. Motion is approved**
5. Meeting Minutes –
  - **Motion by Finger, Seconded by Moran to approve Meeting Minutes of March 18, 2021 regular meeting minutes.**
  - **All ayes. Motion is approved**
6. Submission of bills – None
7. Communications to the board – None
8. Reports from City Manager & Officers:
  - Project Updates –
    - Rockwell Building – Consideration of Interlocal Agreement with the Washtenaw County Brownfield Authority. There was much discussion about the financing, the impact to the DDA millages and TIF Capture, and other project considerations including parking.  
**Motion by Finger, Seconded by Livengood to approve the Interlocal Agreement**  
**All Ayes Motion is approved**
    - Reopening Plan– Ms. Upfal gave a brief update of the Kaboom Grant and Social Districts
9. Unfinished Business:
  - Much Discussion about the 2021-22 Proposed Budget as well as the remaining project items and scope for the current fiscal year including was to spend about \$20,000 on parking lot one, which is Cleary's/Purple Rose theater parking lot, \$6,500 on sculpture walk, a \$5,000 allowance for advertising, five new benches at about 1500 bucks a piece, t alley entry, my estimate there was two at about \$5,000 each. So that line item adds up to about 10,000 and then the up-lights, those could be added. That leaves

about roughly \$12,000 on that \$60,000 line item for additional projects that the DDA could undertake in the coming fiscal year

- There was also discussion about Palmer Commons and the \$86,000 in project funds. Sealcoating of the lot will take place as well as additional tables and chairs and the shade element.
- **KFinger, so moves to amend the suggestions for the '21 -22 budget and update that as our preliminary budget for the upcoming year.**
- **O'Reilly, seconded.**
  
- **Mr. Merkel:**
- **The motion has been made and supported to pass the amended budget for as given for year '21 -22.**
- **All Ayes Motion is approved**

10. Chamber Announcements: Terris Ahrens gave the following updates: Every week, this month we've been hiding new Easter eggs at different businesses all over town. pizza. Other than that, we've got a ton of stuff going on, the Chelsea trail challenge continues.

We just recently started incorporating the Huron Waterloo Pathways Initiative people in, and we're going to be having a little pop-up on the 24th on the border-to-border trail running along north in 52, and we'll be at the tunnel and they're going to be giving away a bunch of swag and stuff. Th. On the same day, the 24th, we'll also be having the Blessing of the Bikes at 11:30. That's going to be at the Methodist church on Park street.

We also have the annual meeting scheduled for May 19th at Robin Hills. That's from 6:00 to 8:00. Everyone is invited. It's going to be a super good time. We'll be honoring the citizen of the year, the lifetime achievement award winner and the small, large, and nonprofit business leadership award winners.

We have the golf outing scheduled for June 16th, and that is at Pierce Lake and is always an amazing time. We are currently looking for volunteers and golfers and sponsors, and you can find all that stuff at [chelseamich.com](http://chelseamich.com) We also have, the visitor center is open again. We have opened our office back up officially as of a little bit ago, and we are open from 2:00 to 4:00, but the visitor center itself, being located in the Palmer auto building, is open from 7:30 to 5:30 Monday through Friday as that's when Palmer is open.

11. Adjournment – **Motion for adjournment made by Finger; Seconded by O'Reilly. All ayes. Meeting adjourned at 8:31**

Minutes respectively submitted,

John P. Hanifan