

CITY OF CHELSEA
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS REGULAR MEETING MINUTES
7:30 AM, Thursday, July 15, 2021
311 S. Main, Chelsea, MI

Board Present: Tim Merkel, Kathy Finger, Ron Livengood, Bill O'Reilly, Rob Mida

Absent: Stephanie Moran, Melissa Johnson

City of Chelsea: John Hanifan, Julia Upfal

1. Call to Order – Chairperson Merkel opened the meeting at 7:32 a.m.
2. Public Comments – None
3. Consent Agenda – No items suggested.
4. Regular Agenda - **Motion by O'Reilly, Seconded by Finger to approve Regular Agenda.**
 - **All ayes. Motion is approved**
5. Meeting Minutes –
 - **Meeting Minutes for June and July will be approved at the August Meeting**
6. Submission of bills – None
7. Communications to the board – None
8. Presentations –None.
9. Reports from City Manager & Officers:
 - Project Updates –
 - Rockwell Building – Ms. Upfal reported that the project was awarded a \$490,000 grant which will go a long way to making the project a reality.
 - Signs and Light Poles: The signs are mostly completed. The street signs will be the last items to be re-painted. Poles will be painted this summer.
 - Palmer Commons: The new shade element is in place, along with umbrellas.
 - Additional Benches: Discussion about the additional benches in the parklets as well as more seating as part of the Parklets project.
 - Parklets: The Additional Parklets will be going up on Middle Street as well as 1 more location.
 - Social District: Ms. Upfal gave a brief overview of the Social District.
10. Unfinished Business: NONE
11. New Business:
 - A. May 2021 Financials: There was discussion regarding the financials and budget amendments. Also, request to see the final, year end budget in the monthly format. Discussion about auditors interviewing a DDA member, similar to City Council member (s) who are selected annually by Plante Moran.
12. Chamber Announcements:

Mr. Ahrens reported business breakfast. He also gave an update on the MLIVE ads – more than 350,000 impressions. He also reported on the S'mores release party at Ugly Dog this weekend.

Also, Curling Fest is scheduled for August 6th. Backyard Beer Garden at Palmer Commons is October 9th.

13. Adjournment – **Motion for adjournment made by Finger; Seconded by O'Reilly. All ayes. Meeting adjourned at 8:25am.**

Minutes respectively submitted,

John P. Hanifan