

City of Chelsea
Downtown Development Authority

Board of Directors Meeting
7:30 AM Thursday March 17, 2022
City Council Chambers
311 S. Main St

Minutes

Present: Rob Mida, Stephanie Merkel, Michelle Tuplin, Jane Pacheco

Others Present: Julia Upfal, Derik Bollinger, Amanda Garber, Terris Ahrens

1. Call to Order
2. Approval of Consent Agenda- *No items suggested for consent agenda*
3. Approval of Regular Agenda- Motion to approve made by Stephanie Merkel, Second by Rob Mida, Motion Passes
4. Approval of the minutes
 - a. February 17, 2022- Motion to approve made by Pacheco, Second by Mida, Motion Passes
 - b. December 2021- *To be approved at April Meeting*
5. Public Comment- None
6. Communications from the board- None
7. Presentations
 - a. Main Street Parks Alliance
Joe Ziolkowski gave a presentation on behalf of the Main Street Parks Alliance to share their idea for redeveloping Federal Screw Works (500 S. Main St) as a City Park. Mr. Ziolkowski presented the concept and explained why he felt this would be a great project for the City and surrounding neighborhood.

Ms. Upfal explained that the City has an environmental attorney helping the City to review the risks and process involved in this project. The City will continue to report back to DDA about progress on due diligence.
8. Reports from City Staff
 - a. Budget Report- *Garber*
Ms. Garber presented her report, which included a written response to questions posed by Mr. Livengood. The DDA thanked Ms. Garber for providing clarity in the budget report.
 - b. Economic Development Report- *Upfal*
Ms. Upfal provided updates on the Vogels and Fosters building which was recently purchased by John Ginther and Curtis Gough to be used as a space for Collins Off Main and Farm Sudz. A special land use permit for both was approved at Planning Commission in January. Ms. Upfal shared that there are no current updates for the Rockwell building and due diligence is ongoing.

- c. Special Projects Update- *Upfal*
 - i. Parklets

Ms. Upfal explained that there is a request for an additional \$2000 expenditure on parklets in this budget. Motion from Stephanie Merkel to approve \$2000 budget amendment, Second from Rob Mida, Motion Passes. Mayor Pacheco noted that parklets have been well received.
 - ii. Light Poles- The light poles will need to be painted using the remaining budget. Mr. Ahrens mentioned that DDA typically supports the sculpture walk and Ms. Upfal confirmed there was already an allocation in the budget.
- 9. New Business
 - a. Secretary Officer- Ms. Upfal explained that the DDA needs to nominate a secretary to take minutes
 - b. 2022/ 2023 Budget
 - i. Special Projects- DDA will have a work session on 4/7/22 to discuss the special project budget for 22/23
- 10. Announcements
 - a. Chelsea Area Chamber of Commerce

The Chelsea Area Chamber provided an update, including Sounds and Sights, the Sculpture Walk and other upcoming warm weather initiatives
- 11. Adjournment