

CITY OF CHELSEA  
DOWNTOWN DEVELOPMENT AUTHORITY  
BOARD OF DIRECTORS MEETING MINUTES

7:30 AM, Thursday, March 15, 2018

Board Present: Tim Merkel, Kathy Finger, Ron Livengood, Bill O'Reilly, Dana McGrath, Phil Tolliver, Charles Wiseley, Doris Galvin, Stephanie Moran, Melissa Johnson

City of Chelsea: City Manager John Hanifan

Absent: Jennifer Fairfield

Others Present: Monica Monsma – Chelsea Chamber; Lisa Allmendinger – ChelseaUpdate.com; Joe Ziokowski

1. President Merkel opened the meeting at 7:28 a.m. noting a quorum was present.
2. Public Comment – None
3. **Motion by Finger, Seconded by Galvin to approve Regular Agenda. All ayes.**
4. **Motion by Finger, Seconded by Moran to approve Meeting Minutes of February 15, 2018 Regular Meeting. All ayes.**
5. Submission of bills – none.
6. Communications to the board – none.
7. Reports from City Manager & Officers:
  - Mac Building Update:
    - Joe Ziokowski provided an update on the project. His 3<sup>rd</sup> round of bidding proved successful and a general contractor has been chosen. Things are moving forward with the State of Michigan as well and work is expected to commence about June 1<sup>st</sup> and last about 8 months.
  - Palmer Lot Update:
    - Little activity of late but all remains on schedule. The contractor is expected to provide an update at the April DDA Meeting.
  - Federal Screw Works property:
    - Mayor Johnson and City Manager Hanifan recently met with people from Ann Arbor Spark who may be able to assist in developing the property. Initial thinking is that it could be used for small businesses and possibly an incubator arrangement. The property has a deed restriction against residential use however revising that can be explored.
8. Unfinished Business: None

9. New Business:

- The DDA budget for the coming fiscal year needs to be reviewed and then submitted to City Council for their review in May.
- **Motion by Finger, Seconded by Galvin to set April 12, 2018 at 7:30 for the Study Session to review the 2018-2019 budget. All ayes.**

10. Announcements:

- Chamber of Commerce Update:
  - Provided by Monica Monsma Hanifan – True North Foods ribbon cutting today; working on 2018 Fundraisers; CTAP projects being considered.

11. Adjournment – **Motion for adjournment made by Finger; Seconded by O’Reilly; all ayes. Meeting adjourned at 7:50 a.m.**

Minutes respectively submitted,

Bill O’Reilly, Secretary