

CITY OF CHELSEA
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING MINUTES
7:30 AM, Thursday, June 21, 2018

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

City of Chelsea: City Manager John Hanifan; City Council President Cheri Albertson

Absent: Tim Merkel

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

1. Vice President Fairfield opened the meeting at 7:30 a.m. noting a quorum was present.
2. Public Comment – None
3. **Motion by Finger, Seconded by O'Reilly to approve Regular Agenda. All ayes.**
4. **Motion by Galvin, Seconded by Moran to approve Meeting Minutes of May 17, 2018 Regular Meeting. All ayes.**
5. Submission of bills – none.
6. Communications to the board – none.
7. Reports from City Manager & Officers:
 - Palmer Lot Project:
 - Still on target for completion by July 30th; old asphalt being removed; new asphalt due to be installed the first week in July.
 - Further discussion took place on the naming process and it was agreed that we would target the Sounds & Sights Festival as a venue for starting the public input on the naming.
 - Federal Screw Works property:
 - Meetings continue between City representatives, the owner's representatives, and Ann Arbor SPARK on possible development plans. Discussion continues on the brownfield issues and working to see about a solution that would ideally allow for mix-use development.
 - Mack Building Update:
 - Moving along well; most of the old interior has been removed and the next phase will see the closing in of the shell. A brief discussion took place about the closed sidewalk on Jackson though it was noted that the walkway remains open between the Mack & Sylvan buildings.
 - Updated Financial Statements review:
 - The latest reports were provided and reviewed. We should have a clearer picture in a month or two on the availability of funds for new projects.

8. Unfinished Business: None

9. New Business:

- DDA Plan – A document for kicking off the review of long-range planning was presented. It was agreed that a Working Session would be appropriate to start the process of developing a new plan. All were encouraged to review the previous plans. A vote took place on holding the Working Session on July 12th.
- **Motion by O'Reilly, Seconded by Moran to hold a Working Session on July 12, 2018 at 7:30 a.m. All ayes.**

10. Announcements:

- Chamber of Commerce Update:
 - Provided by Monica Monsma – Award nominations begin next week; Guitars for Good moving along well; during Sounds & Sights there is now an Information Booth on West Middle; Car Raffle tickets are now on sale; new Community Guides will be available in the coming weeks; ChelseaMich website upgrades continue.
- Doris Gavin noted hearing radio interviews which presented more positive views on the Chelsea community.

11. Adjournment – **Motion for adjournment made by Finger; Seconded by Gavin; all ayes. Meeting adjourned at 8:18 a.m.**

Minutes respectively submitted,

Bill O'Reilly, Secretary