

**CITY OF CHELSEA
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
7:30 A.M., THURSDAY, June 16, 2016**

Present: Executive Director & City Staff Liaison Hanifan, Fairfield, Finger, Heydlauff, Lindauer, Livengood, Merkel, Sanville, Weiser

Absent: Patrais, Schwarz

Others Present: City Council Members Albertson & Pacheco; Lisa Allmendinger
ChelseaUpdate.com, Hank Muir, & Bob Pierce Chamber of Commerce

1. Executive Director John Hanifan opened the meeting at 7:30 a.m. noting a quorum was present, and welcoming the newest DDA Board Member Ron Livengood.
2. Public hearings on matters under consideration – none
3. Approval of the consent agenda – none
4. Public Comment - none
5. **Motion by Heydlauff second by Lindauer to approve the regular agenda, with an amendment to New Business for Fencing & Dumpster. All Ayes.**
6. **Motion by Finger second by Fairfield to approve the minutes of the May 19, 2016 Board of Directors meeting. All Ayes.**
7. Submission of bills – no bills submitted
8. Communications to the Board – none
9. **Reports from Officers and City Manager**
 - City Manager Hanifan & Joe Ziolkowski continue to work through the MDEC requirements on the Mack Building (redevelopment plan is for 4 apartments on 2nd floor, 7600sf of retail on the main floor with 1-3 units).
 - Palmer Lot Project - Hanifan provided an over view of the site visits he coordinated for some City Council and DDA members (Farmington, Royal Oak, Birmingham), with much discussion. July would be our next milestone to take elements, figure overview plan, type of use(s), and traffic. Then recommends a joint meeting with City Council then possibly call a public meeting. Then the next step would be to work with the Consultant to update proposed scaled drawings with scope and timing of the Project.
 - Hanifan reported on the Wayfinding signage (2016-17 Project) and presented some slides with examples from other cities. Important to decide on color scheme.
10. **New Business**
 - Need to review and address fencing around the dumpster area behind the common grill (maintenance issue – fencing, weeding & pine trees need attention).
11. **Unfinished Business**
 - Projects under consideration: Railroad barrier project, finishing 2 stamped cross walks (\$18K/crosswalk +/-), repair/repaint existing crosswalks, coordinate signage for parks and other areas of town to be consistent. Historic building lighting in the past mentioned the court house; depot and parking new parking lot behind the Church (plan for and add to

budget cycles).

12. Announcements

- Bob Pierce, Chamber of Commerce – launched new website, today is a ribbon cutting for the new bike trail (just north of town), Chelsea Fest Weekend (July 28,29,30), Chelsea maps are updated (kiosk's need maintenance), Tuesday is the ribbon cutting for the Historic Plaques.
- Sanville announced that previews for the new Purple Rose show start this evening (Mornings at Seven). July 25th is the 25th anniversary of the theatre. Check out the new website www.purplerosetheator.org also.

Adjournment – Motion by Lindauer, 2nd by Merkel to adjourn the meeting at 7:50 am. All Ayes.

Minutes respectfully submitted,

Kathy Dunn Finger, Secretary

Minutes approved at the July 28, 2016 DDA Board Meeting