

**CITY OF CHELSEA
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTOR'S MEETING
7:30 A.M., THURSDAY, AUGUST 21, 2008**

Present: Jackson, Feeney, Flintoft, Frisinger, Galvin, Heydlauff, Morrel-Samuels, Pierce, Hanifan

Absent: Holman, Myles, Schwarz, Winans

Others Present: Jeremy McCallum, Washtenaw County; Jim Drolett, Zoning Administrator

1. President Jackson opened the meeting at 7:35 a.m.
2. Delay minutes approval until next month due to transmission problems
3. Financial updates: At 2007-08 fiscal year end, DDA has \$310,000 in Bond Acct. and \$78,000 general operating dollars in unencumbered fund balance, less any projects approved to be financed from these balances. 2008-09 tax collections will add approx. \$500,000 to this balance
4. Maintenance update – Jackson The brickwork repair which Alternative Paving Systems has done up to this point is very good. The trip hazards have been greatly reduced. Jackson requested approval for additional funds so APS can continue to repair the rest of the downtown.

Motion by Heydlauff, second by Morrel-Samuels to approve up to \$10,000 for brick repair and replacement at the unit price of the original quote by Alternative Paving Systems. Motion carried.

5. Federal Screw Works Brownfield Plan – Jeremy McCallum of Washtenaw updated the Board on the need to amend the Chelsea DDA Plan to specify what actually would be done at Federal Screw, with the TIF money it would capture.. Even though this is a gray area of legal opinion, he believes it is wise to cover all bases as it moves through the approval process from City Council, Brownfield Redevelopment Authority, Washtenaw County Board of Commissioners and finally the State of Michigan. City Manager Hanifan will execute the text amendments to accommodate the Federal Screw project.
6. Longworth Building Update – Three bids were received to demolish the buildings on the site. Beal Construction \$66,210 less \$13,000 if middle building was not demolished.

Blue Star 86,100

Homerage 147,000 These bids all include asbestos removal; Bids are valid for 90 days.

Before moving forward a Baseline Environmental Assessment must be done \$5,000

If a “Due Care” plan(which would itemize any criteria it exceeds; what are possible future uses for the site and where are the exposure pathways) is submitted to DEQ for approval cost: \$750

Next: get a quote from a reliable builder to bring the building up to standard.

Motion by Frisinger, second by Pierce to have a Baseline Environmental Assessment done at the cost of \$5,000 and prepare a “Due Care Plan” which would include the cost estimate for remediation at a level which could be sold to a developer. This Plan would then be submitted to the MDEQ for its approval at a cost of \$750. Motion carried.

7. Municipal Building status – Hanifan Council sent a letter of Chelsea State Bank Board stating the City's intent to purchase the Chelsea State Bank Building at 305 S. Main for \$1.5. Several options were presented. Council favored the option to pay \$750,000 up front and finance the balance over three years. DDA Board can meet with the entire City Council September 9th at the regular Council meeting to discuss how DDA can work with the City on this acquisition, which will eventually add many public parking spaces to downtown.
8. **Napieralski** – To clear up any confusion, City Manager Hanifan will send a letter to Todd Napieralski stating the DDA's intention to work with him in developing this lot.
9. **New Business** – The trees in front of the former UAW Hall are too large and obstruct the view of the renovated building. Heydlauff questioned whether the DDA could remove them and plant something smaller. He also mentioned the ugly newspaper boxes which are lined up in front of the building.
10. **Chamber of Commerce - Pierce** Announced that Art Dils was voted to receive the Lifetime Achievement Award for 2008 sponsored by Chelsea Standard and Chamber of Commerce. Shiela Patrias, the local founder of Ele's Place for grieving children, was voted Citizen of the Year 2008. Summerfest was a success and Sounds & Sights is also going well.
11. Meeting adjourned at 9:05 a.m.