

**CITY OF CHELSEA
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
7:30 A.M., THURSDAY, OCTOBER 15, 2009**

Present: Jackson, Feeney, Frisinger, Galvin, Holman, Morrel-Samuels, Myles, Pierce, Schwarz, Hanifan

Absent: Flintoft, Heydlauff, Winans

Others Present: Bill Harmer, CDL Director; Jason Lindauer, City Council; Jan Bernath, Carey Church, Kathy Clark, Jane Cresswell, Mark Cresswell

President Jackson opened the meeting at 7:35 a.m.

1. President Jackson asked that the agenda be changed to allow for an early discussion of a proposal to work with Small Business Support Center .
2. **Motion by Morrel-Samuels, second by Pierce to move Public Participation to Item #9 from Item #3 on the agenda. Motion carried.**
3. President Jackson requested an investment of \$1,000 by the DDA toward the promotion of a weekend sales event in which participating businesses would contribute a certain percentage of sales to the schools. Promotion would be directly to students, parents, staff and teachers in the School District through the electronic media at the schools. For an additional \$1,000, promotion could be done in the print media. Discussion followed regarding the role of DDA in marketing; the timing in getting something together before Christmas; and the reality of communicating through school emails with all the other information transmitted to students and parents in this way, and would it not get lost in the shuffle? This matter will be on the November 5 agenda for consideration and a vote.
4. **Maintenance Report** – No report
5. **Budget report** – John Hanifan presented a 1st quarter summary of actual receipts. Additional taxes will be collected. With revenues of \$1,387,400 including the \$995,000 bond issue and expenses of \$835,000, the net available for projects is \$552,000. The last bond payment in the 2000 series is \$158,000 due April 1, 2010.
6. Request by Chelsea Area Garden Club – **Motion by Schwarz, second by Frisinger to approve the use of the west side of the Park Street parking lot for the May15, 2010 Plant Sale. Motion carried.**
7. **School-Business Project** Explained in Item 3
8. **Parking Strategy Discussion** – postponed until the next meeting. City Manager Hanifan has received complaints about parking tickets from visitors. The matter of employees and business owners parking in the prime spots is still a problem.
9. **Jackson Street\Longworth discussion** -(a) The guests from the Save the Livery Coalition reiterated the opinion of their group that the Livery Building ought to be preserved, citing the opinion of Ellen Thackery of Michigan Historic Preservation Network. They also presented a letter from Joe Merkel Jr. offering to work with the DDA to find funding. He requested a year's delay in demolishing the building in order to put together a proposal. No action was taken on the request. (b) Jim Myles presented his “Longworth Complex Development – Proposal Information and Guidelines” for consideration, including a time line to bring the process

forward. City Manager Hanifan also presented Draft #1 of “Request for Proposals – Former Longworth Plating Site”. Hanifan suspects that a developer will not take the RFP seriously if there is a parallel track with a government unit. Further discussion will take place at the November 5 meeting with a larger number of Board members present.

10. **McKinley update** – Holman asked if there are plans to replace the trees in front of the Clocktower Complex. Hanifan noted that because there are electric lines buried in the space, it is a challenge to plant them safely. The issue is in process at the City.
11. **City Manager's report** –(a) The trash compacter problem behind Chelsea Victorian Inn and the potential solutions boil down to change it, move it or return to the old way of each business handling its own trash. Leftover food smells in hot weather!!! Hanifan will bring a recommendation to the next meeting.(b) The RFP for the Police Station are all in and will be reviewed, moving forward toward construction.
12. **Chamber of Commerce update** –(a) Pierce noted for the record that a citizen complained to him that when he signed the petition circulated by the Save the Livery Coalition, he was confused about what he was supporting.(b)The Chamber and the Mayor presented flowers and the key to the City to Nancy Harris, Bill Chandler and Will Johnson as Citizen of the Year and Lifetime Achievement Award winners. (c)The candidates forum will be held from 7-9 p.m., Wednesday, October 21 at WSEC.
13. **Additional business** – Morrel-Samuels raised the matter of having the DDA meetings video taped for broadcast on Channel 18. Hanifan noted that in the new Police building there will room and technology to do that more easily and for little money. It costs approximately \$300 to record a 2 hour meeting.
14. Meeting adjourned at 9:15 a.m.