

**CITY OF CHELSEA
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
7:30 A.M., THURSDAY, FEBRUARY 18, 2010**

Present: Flintoft(8am), Frisinger, Heydlauff, Holman, Lindauer, Morrel-Samuels, Pierce, Schwarz, Winans, Hanifan

Absent: Myles, Jackson

Others Present: Councilwomen Cheri Albertson, Ann Feeney; Library Director Bill Harmer, Tom Knox

President Jackson Correction: Heydlauff opened the meeting at 7:30 a.m. In the absence of Jackson.

1. **Motion by Morrel-Samuels, second by Winans to approve the minutes of the January 21, 2010 DDA Board of Directors meeting with corrections. Motion carried.**
2. **Maintenance report – John Hanifan (a)** The City is working with Marge Faist, who owns the building on the southwest corner of Main and Middle, to install a light over the corner area. It is expensive but is being handled. **(b)** There were compliments regarding downtown snow removal from the Board members. Hanifan said that 650 yds. of snow were hauled out of downtown. **(c)**Council approved a contract with the post office which allows the city to use the parking lot for public parking while keeping the lot and sidewalk free of snow.
3. **Budget update – Heydlauff (a)** Monthly expenses are currently only debt service and wages. Hanifan and Heydlauff will have a preliminary 2010-2011 budget for next meeting. **(b)** Morrel-Samuels requested an income and expense report for 2009. Hanifan will meet with Kim Garland and put a report together.
4. **Sculpture Walk – Patti Schwarz** Her report outlined last year's successes. The two jurors for this year's competition are Sergio de Guisti and local resident Todd Koch. They will make a concerted effort to include local artists. She hopes it will result in increased knowledge for the community; be included in guided tours; and perhaps create an event around Sounds & Sights similar to Art Prize in Grand Rapids. Patti will work with John Hanifan to try and secure grants. They are looking at adding sites, such as CVS, Library, downtown alleys and Pierce Park. She hopes to increase promotion through additional copies of the brochure, Chelsea Update, Arts Alliance of Washtenaw County, Facebook, City website and River Gallery website.
Motion by Pierce, second by Morrel-Samuels to allocate up to \$8,000 to fund the Sculpture Walk for 2010. Motion carried.
5. **DDA Board member nominations discussion** – Five people have submitted applications to fill the vacancy: Pat Cleary, Tom Knox, Tom Lynn, Jeremy Montagne and Mark Cresswell. There was a long discussion with Holman saying that he has no information about these people so it is hard for him to choose one over the other. The Board refused to enter a discussion on the pros and cons of individual applicants. The mayor has the responsibility to recommend a nominee to Council for its approval. In the past the DDA Board through the Mayor has done that and it has worked well. Motion by Winans, second by Frisinger to send Pat Cleary's name to Council for its approval. Motion carried. Morrel-Samuels voting no.
Motion by Morrel-Samuels to forward Tom Knox's name to the Mayor for consideration as the candidate to fill the vacancy on the DDA Board. Motion died for lack of support.

Motion by Morrel-Samuels to forward Mark Cresswell's name to the Mayor for consideration at the candidate to fill the vacancy on the DDA Board. Motion died for lack of support.

Motion by Morrel-Samuels to forward Tom Lynn's name to the Mayor for consideration as the candidate to fill the vacancy on the DDA Board. Motion died for lack of support.

Motion by Morrel-Samuels to forward Jeremy Montagne's name to the Mayor for consideration as the candidate to fill the vacancy on the DDA Board. Motion died for lack of support.

6. **Daniels Group/Marketing Committee Update** – The Marketing Group has been meeting regularly. It is working on a job description for a marketing director. It will hold a follow-up meeting Tuesday, February 23 at the Library with a report from Hank Weber on the focus group findings. Eventually the Chamber of Commerce will work closely with the committee and director in a supporting capacity.
7. **Parking Strategy discussion** – Heydlauff expressed his support of continuing to issue memo tickets and asked if there was a way to track repeat offenders and then to issue them tickets. The purpose is to provide adequate parking for city visitors. Hanifan has not seen a notable difference in downtown parking patterns. He will check with Chief Toth regarding the possibility of keeping track of drivers who repeatedly receive tickets.
8. **Jackson St/Longworth RFP Discussion** Hanifan reported that the “Notice of Intent” by interested developers is due this Friday. He will have a review for the next meeting.
9. **McKinley update – Holman** (a)Mark Cresswell is the new tenant on the third floor of the clocktower building. (b)Steve Rodriquez DDS will have an office in the Commons Building. (c)Jet's Pizza has opened its dining room, with the liquor license due soon.
10. **City Manager's report** – Council had its Goals & Objectives session on February 10. Hanifan suggested that the DDA report to Council at least every other meeting, either in writing or at the Council meeting.
11. **Public Participation** – Tom Knox asked how the nomination discussion had turned out. He also noted that the DDA legislation allows for 12 members in addition to the chief executive. That will be looked at soon.
12. **Library report – Bill Harmer** (a) Saturday is the Library Board retreat at which Bill will lay out his 5 year plan. (b) Chelsea Reads Together will be “Wheels to Reels”, the subject of which is the replacement of auto manufacturing with the movie industry. (c)There is a display in the lobby from Northern Michigan University of the “Anatomy of a Murder”, one of the first movies made on location in the State.
13. **Chelsea Area Chamber of Commerce report – Bob Pierce** (a)Interactive Annual Meeting this evening at the Comfort Inn. River Gallery is the Small Business Leader of the year and Roberts Paint and Body the large Business Leader of the Year. (b) The Chamber will have a booth at the Boat Show at Cobb Hall this weekend. It will be displaying and distributing information about Chelsea as the Gateway to Waterloo Recreation Area.

Meeting adjourned at 8:58 a.m.

