

**CITY OF CHELSEA
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
7:30 A.M., THURSDAY, SEPTEMBER 16, 2010**

Present: Jackson, Flintoft, Frisinger, Heydlauff, Morrel-Samuels, Schwarz, Winans, Hanifan

Absent: Cleary, Holman, Lindauer, Myles, Pierce

Others Present: Ric Detroyer, Kathy Clark, Jane Cresswell, Kent Martinez-Kratz, Tom Girard, Cheri Albertson and Ann Feeney, Council persons, Carey Church, Jim Drolett

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

1. **Motion by Winans, second by Morrel-Samuels to approve the minutes of the August 19, 2010 Board of Directors meeting. Motion carried.**
2. **Maintenance Report – John Hanifan** a) MDOT released additional maintenance money to chip seal the cracks on M-52 from Sibley Rd. to Old U.S. 12 by Friday; b) Tree lights will be inspected this week; Patti Schwarz suggested extending electricity to poles in order to lengthen the area which has lighted trees.
3. **Longworth process:** SME is finalizing the “Due Care Plan” which is required for submission to the State. The Demolition RFP was submitted to the media September 11. There is no time limit for demolition. The Planning Commission is only involved with the site plan, not demolition.
4. **Accessibility Update – Frisinger Motion by Morrel-Samuels, second by Winans to approve the awarding of a \$200 grant to the Committee to pay the consultant fee to Center for Independent Living. Motion carried.** The Committee meets Friday in the McKune Room at the Library. Bricks with truncated domes are being installed on some intersections but the suggestion was to add them to all corners because they are so much less hazardous than the metal plates.
5. **Budget Update – Heydlauff** The current budget report was distributed. The DDA has \$3.3M in Capital Assets (parking lots, Longworth); Annual TIF revenues of \$449,000 and \$100,000 annual capital improvement budget. There will have to be another bond issue to do any large project
6. **City Report – John Hanifan** Six new silos will be built at Chelsea Milling. They will be 110 ft. high and 28 ft. across. There will be some parking lot closings during construction.
7. **Chelsea First Report – Jackson** A marketing director was hired and her first 90 days performance was reviewed. CRC is contributing 10 hours of its Public Relations Company to assist with this effort.
8. **Chamber of Commerce Report** - None
9. **Library Report** - None
10. **McKinley Update** - None
11. **By-Laws Discussion** – Morrel-Samuels believes only two areas of the sample by-law he submitted would be controversial, term limits and rules for attendance. Attorney Peter Flintoft made the following observations: This version is in conflict with the current statute, which has been amended 15 times since first enacted; the Act says nothing about historic preservation; the

ordinance adopted by the Village stated only one purpose; some provisions belong only with City Council. Heydlauff noted that Donald Keim guided the original formation and the DDA now needs his input, outside review of submission. After lengthy discussion it was decided to have a meeting on this subject, 8:00 a.m. To 9 a.m., Thursday, September 30th for those who are able to attend.

12. **Public Participation:** (a) Early in the meeting Councilman Martinez-Kratz suggested that the DDA have a discussion with Council before proceeding with demolition. (b) Kathy Clark presented a photo of the original Mack Building, before the Daniels showroom was added in 1948. She hopes it will be helpful in restoring the building. (c) Jane Cresswell spoke of the wonderful Gateway presentation of the previous evening and noted it was taped and could be seen on Channel 18. (d) Carey Church spoke of possibility of DDA sponsoring the installation of plaques on the 18 historic buildings downtown. They have photos and a history. There are some already in Ann Arbor. The cost is between \$1,000 and \$1,500 each.
13. **Old Business** – Ric Detroyer presented his proposal for installing metal archways in the downtown alleys. A discussion followed regarding owners permission, design, locations and perhaps refer to Chelsea First's efforts at a brand\design.
14. **New Business** – a) There are several downtown maintenance issues which need to be dealt with., such as landscape weeding; handicap crosswalks; signage repairs; both fading lettering and the kiosks; banners\holders; light poles which need painting. In addition there needs to be appropriate signage at Old 12 & M-52 indicating downtown. b) Morrel-Samuels thinks the DDA email address should be on the website and the meetings should be changed to 6:30 p.m., videotaped and take place at the WSEC. c) Rob Winans announced his December 31st retirement and closing of Winans Jewelry.
15. **Motion by Heydlauff, second by Winans to adjourn the meeting at 9 a.m. Motion carried.**