

**CITY OF CHELSEA
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
7:30 A.M., THURSDAY, OCTOBER 21, 2010**

Present: Jackson, Cleary, Flintoft, Heydlauff, Lindauer, Morrel-Samuels, Myles, Pierce, Hanifan

Absent: Frisinger, Holman, Schwarz, Winans

Others Present: Cheri Albertson, Ann Feeney, Kent Martinez-Kratz, City Council; Howard Flintoft, Carey Church, Lisa Allmendinger

President Jackson opened the meeting at 7:30 a.m. and told of information available through Michigan Downtown Association. There is a company which searches for retail establishments for communities.

1. **Motion by Lindauer, second by Heydlauff to approve the minutes of the September 19, 2010 Board of Directors meeting. Motion carried.**
2. **Maintenance Report–Hanifan** a) M-52 will be closed one hour Sunday 10\24 for Cable work. b) City changed the handicap spot in the Library lot based on information from Center for Independent Living. c) City is continuing to replace truncated domes at the intersections. d) Christmas lights have been tested and will be turned on by Halloween. e) Palmer's lot needs some attention. City will send notice. f) Myles will remove dead trees at his lot edge.
3. **Budget – Heydlauff** The 09/10 Annual Report will be online after today. Morrel-Samuels asked for a detailed list of all expenses in order to budget for next year.
4. **Long Term Development Plan** – Heydlauff expressed opinion that City is at a point where it needs help to see all the possibilities for downtown. He thinks the DDA ought to put out an RFP for a consultant to help with this plan. City Manager Hanifan disagreed because there is already a plan which was the Longworth area and the DDA has done nothing with that plan. Heydlauff sees such a plan as energizing the community. **Motion by Heydlauff, second by Pierce to put out an RFP to hire a consultant to look at entire DDA District. This should include the post office lots, empty buildings, Ric's design, Purple Rose driveway, lighting etc. Motion carried.** Flintoft suggested that Southtown merchants be invited to any workshops. Pierce wants to look for ways to get I-94 traffic from south to downtown.
5. **Accessibility Update** – Frisinger was not at the meeting but Flintoft advised the Board that there is no “grandfathering” of historical buildings. Any building change will require ADA adjustments i.e. door buttons and wide enough doors.
6. **Longworth Process** – There is a Due Care Plan being developed. It is too late in the season to begin any change.
7. **City Report** – No additional information
8. **Chelsea First – Cleary** CRC donated 10 hrs of consultant Matt Friedman's time to guide the committee in developing a great website. There is forward planning for the next 6 quarters.
9. **Chamber of Commerce Update – Pierce** a) A bus tour was in town Wednesday. The police were very helpful to everyone. b) Comcast joined the Chamber and will launch the Infinity Program to benefit members. Comcast will sponsor events, as well. c) Hometown Holiday planning is underway. It will start at Chelsea State Bank and anyone who is lighted may join the floats. d) “Lakes Magazine” has a spread on Jeff Daniels, the Community Garden and

Cavanaugh Lake in the latest issue. e) A travel writers visit coordinated by AAACVB is coming November 15. These writers will publish articles in publications all over the country. They will also disseminate homegrown stories written by locals. f) Gateway Initiative, “Partnership for Prosperity” had a 3 day workshop on “Balancing Nature and Commerce”. Topics included Place-based education, Community Culture, Goal to work together regionally. There was buy in from 4 counties and 6 communities. At the Washtenaw Council of Chambers meeting, AA\Ypsi Chamber asked to be included.

10. **Library Update – Bill Harmer** a) Harmer distributed an invitation to view the WW II video on November 8 at CRC. It is a 70 minutes film recording stories of veterans. It will have a permanent home on the Library website. It is part of the 5 year oral history project. b) Hometown Holiday will stream live through its website, working with CRC\Silver Maples to show it on a large screen for those who are not able to attend. c) Harmer thanked the Hanifan for making the parking lot change.
11. **McKinley Update** – There will be a change at McKinley due to Holman's transfer.
12. **By-Laws Discussion – Palmer Morrel-Samuels** The By-laws are being reviewed by Attorney Donald Keim of Miller Canfield.
13. **Public Participation** – a) Carey Church is moving ahead will historic Plaques. They are porcelain lined, 20” x 32”. Heydlauff volunteered to have one installed at his business as a model for others. b) Cathy Bean asked about the monthly DDA Update. It is at the Council meeting held the 4th Tuesday each month.
14. **Motion by Morrel-Samuels, second by Pierce to adjourn at 9:00 a.m. Motion carried.**