

**CITY OF CHELSEA
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
7:30 A.M., THURSDAY, JULY 21, 2011
McKUNE ROOM – CHELSEA DISTRICT LIBRARY**

Present: Flintoft, Finger, Frisinger, Lindauer, Merkel, Morrel-Samuels, Pierce, Schwarz, Winans,
Absent: Cleary, Heydlauff, Myles, Hanifan
Others Present: Bill Harmer, CDL Director; Cheri Albertson, Rod Anderson, Ann Feeney, City Council; Cathie Clark, Carey Church, Tom Girard, Randall Lee

President Flintoft called the meeting to order tok roll call of the Board at 7:30 a.m.

1. Public hearings on matters under consideration – None scheduled
2. Public comment - None
3. Approval of the consent agenda – No items yet suggested for a consent agenda
4. **Motion by Morrel-Samuels, second by Lindauer to approve the regular agenda. Motion carried.**
5. **Motion by Frisinger, second by Finger to approve the minutes of the June 16, 2011 Board of Directors meeting with two corrections. Motion carried.**
6. Submission of bills – None. Flintoft initialed approval of bills for sidewalk repairs at City Office in the absence of Treasurer Heydlauff
7. Communications to the Board – (a)City Council action on DDA By-laws, distributed. Council removed areas it believed to be surplus, duplications. City Council requests approval by the Board within 90 days. There was no official date on them, but the email was 7\22 ~~7\20~~.It will be on the next agenda. (b) Flintoft reported that the City has been awarded up to \$200,000 for removal of asbestos from Longworth buildings. Downriver community Conference, a US Govt. agency is the source. There are federal reporting requirement which outline what has to be done. 8,000 sq. ft. western roof must be removed using a wet process. The agency reviewed the 7 previous investigations on the building and determined what must be done, including removing windows. This agreement is between the agency and the City of Chelsea ~~DDA~~.
8. Report from Board Committees:
 - Chamber of Commerce** –(a) The marketing piece(A Harbor House publication) is completed, distributing to hotels and available at the office. It is a good example of how the new logo can be incorporated in businesses advertising. It is funded by advertisers. There are 4,000 copies.
 - (b)The Chamber had a tent at the AA Art Fair Townie Party where they had lots of visitors. Sounds & Sights Festival is next Thursday. The Kick-Off is at the Library Stage on Thursday. There will be Port-o-Johns at Clocktower.
 - (c)Special Olympics bicycling at Proving Grounds 9\10
 - (d) Gateway Initiative fundraiser at Sandhill CraneWinery 7\2**Library** – Because statistics show that students lag behind if they do not read during summer vacation, the Library has a very successful reading program which will result in kids having read over 14,000 books by end of the summer.
Chelsea First – The first 200 guests in the entertainment tent July 28th opening night of

Summer Festival will have free entry, a tee shirt and a gift bag. There will be a running slide show promoting chelseamich.com website. This is the culmination of many months of work.

Accessibility – No report

9. **Report from Officers and City Manager** – Mayor Lindauer reported that the Police Station is coming along on schedule in spite of the rain.

10. Unfinished business -

Long Range Plan implementation – engineering proposal. There was an opportunity for each Board member to comment on the proposal. By choosing to approve the proposal to bundle all projects for engineering purposes, there is a \$10,000 savings. MCI has an ongoing relationship with the City having been involved from the beginning with Deardorff and Poley. Any plan must be approved by MDOT. **Motion by Winans, second by Pierce to approve moving ahead with the MCI proposal in the amount of \$40,482. Motion carried 7 – 2(Morrel-Samuels, Frisinger)** The DDA has a bonding capacity of up to \$3M to move forward with other projects.

11. Announcements – None

12. **Motion by Lindauer, second by Frisinger to adjourn the meeting at 8:10 a.m. Motion carried.**