

**CITY OF CHELSEA  
DOWNTOWN DEVELOPMENT AUTHORITY  
BOARD OF DIRECTORS MEETING  
7:30 A.M., THURSDAY, SEPTEMBER 15, 2011**

**Present:** Flintoft, Cleary, Finger, Frisinger, Heydlauff, Lindauer, Merkel, Morrel-Samuels, Myles, Pierce, Schwarz, Winans

**Absent:**

**Others Present:** Cheri Albertson, Rod Anderson, Ann Feeney, City Council; Carey Church, Lisa Allmendinger, Heritage Newspapers

President Flintoft calls the meeting to order at 7:30 a.m. and took roll call of Board. Because there has not been a Vice Chair identified, **In a motion President Flintoft nominated Paul Frisinger, second by Mark Heydlauff. to act in that capacity now and in the future. Motion carried.**

1. Public Hearings under consideration  
-None under consideration
2. Public Comment  
-Carolyn McNaghy asked to speak but did not attend
3. Approval of the Consent Agenda  
-No items suggested for a consent agenda
4. **Motion by Heydlauff, second by Lindauer to approve the regular agenda. Motion carried.**
5. **Motion by Lindauer, second by Frisinger to approve the minutes of the August 18, 2011 Board of Directors meeting with a correction on a vote regarding Longworth grant. Motion carried.**
6. Submission of Bills – No bills submitted
7. Communications to the Board - None
8. Reports from Board Committees  
-**Chelsea First – Pat Cleary** The committee has completed work with Pryor Design. It has been almost two years since the beginning of this effort, with nearly 1,000 hours devoted to this project. Leslie Surel, and Emily Penix were hired to complete work on the website, but have contributed many hours voluntarily. There is still work to be done on the Visitiks portion of the website, particularly related to choosing Chelsea for a Lifetime. Billboards are up on US-23 and I-94. The locations will be changed periodically and will contain information related to Chelsea events, as well. Cleary believes there needs to be a work shop for business owners, perhaps at the Library, in which to outline for business owners how the website can help them.  
-Accessibility – No report
9. **Reports from Officers and City Manager**  
-**City Manager Hanifan** asks the board to give some thought to the future of downtown trees and the grates around them, investigating the next step for them. The grates are restraining the growth of the trees. He suggests they get through the winter. He will bring a plan and a budget to the Board for the spring.  
-MCI is moving along with its survey and design plans. They met with MDOT and hope to have some direction from them this fall.  
-Longworth. - The Abatement Grant requires a Section 106 Review because downtown is now

on the National Register of Historic places. This will determine if there is an environmental impact. Bids for the abatement work are due in late November. Because it is indoor work, it can take place even just before Christmas. It should take about a week.

-The DDA Board can meet with Howard Deardorff in the McKune Room at 7:30 a.m.

September 22 to go over his plans for downtown projects. The Open House for the public will be at 7 p.m., September 28 in the McKune Room of the Library

#### 10. **Unfinished Business**

-Regarding an RFP for Longworth, by March the time should be right to issue an RFP. The abatement will help in marketing the property. Hanifan was questioned about the possible removal of the small attached building on the south side as part of the abatement. Hanifan reminded the board of the pollution issues in the subsurface, also. Morrel-Samuels suggested the board should develop a draft of items to be included in an RFP. He also noted the many outdated posters still in the front building windows. Pierce reminded the group about the kiosk posters. Feeney has volunteered to do the research to prepare for a new poster.

#### 11. New Business - None

#### 12. **Announcements**

**-Chamber of Commerce Update – Bob Pierce** (a) Chrysler Proving Grounds hosted Special Olympics Bicycle contests last weekend. About 500 participants and guests came, resulting in room stays at hotels and visits to Waterloo. Chrysler may host again in 2012. (b) Citizen of the Year banquet will be held at Comfort Inn October 13. Tickets available at Chamber office and City office. (c)The Gateway Initiative has signed a contract with Mark Lantz to develop a “brand”. This effort will produce an economic benefit for the entire Initiative area. (d) Business After Hours and United Way Kickoff is from 5 – 7 p.m., September 22 at Silver Maples. (e)There will be Business Breakfast Sept. 28. (f) A Speed Networking event with Grass Lake, Jackson is set for September 29. (g) The kickoff meeting for Hometown Holiday is Sept. 16.

**-Library Update – Bill Harmer** (a) The Premier of the Farm Oral History Project is scheduled for 2 p.m., Sept. 28 at CRC. There will be more screenings later and it will also be on the website. (b) SRSLY will host a discussion regarding the Medical Marijuana Law at 7 p.m., Sept. 27 in the auditorium at WSEC. (c)The Kick Off of Chelsea Reads Together is October 2. It is partnership with the Wellness Foundation and the book is Blue Zones. It brings awareness of health issues. In October Dan Buettner will have a live Skype appearance featuring the Murelli Family who were contestants on “The Biggest Loser” TV show.

#### 13. Adjournment – **Motion by Lindauer, second by Heydlauff to adjourn the meeting at 8 a.m. Motion carried.**