

**CITY OF CHELSEA
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
7:30 A.M., THURSDAY, APRIL 19, 2012**

Present: Flintoft, Cleary, Finger, Heydlauff, Lindauer, Morrel-Samuels, Pierce, Sanville, Schwarz,
Absent: Holman, Merkel, Povlich,
Others Present: City Manager Hanifan, Library Director Harmer, CAFA Chair Anderson, Council members Albertson, Feeney, Mary Randolph, Jan Bernath, Cathy Bean, Tom Girard, Lucy Silverio

President Flintoft opened the meeting at 7:30 a.m.

1. Public hearings on matters under consideration
-None scheduled
2. **Public Comment**
-Geek the Library will be presented in May
-CAFA Chair Anderson:(a) On the ballot CAFA will be asking for a renewal of the 1.8 mills to support the department. In 2009 the response was positive, but not overwhelming and would ideally like to have a positive vote in each municipality.(b) CAFA's Property Protection Rating was increased from a 6 to a 4, which could result in a 10-20% decrease in insurance premiums.(c)The DDA captures \$26,000 of taxes and is of concern to CAFA because that fact has to be included in the ballot language. He asked "Do you need to capture the millage?" and" if is true could the DDA budget for projects focused on the fire department, such as refurbishing the west side of the building"
President Flintoft replied: DDA is happy to have been able to re-pave the front driveway at the fire station. All the properties downtown pay the 1.8 mills and the DDA had the same discussion with the Library. Much of the property built on by the library was formerly owned by the DDA. If the captured millage was returned to CAFA, it would have to be returned to all. DDA mission is to spend captured monies on public improvements in the downtown.
3. Approval of the Consent Agenda
-No items yet suggested for a consent agenda
4. **Motion by Sanville, second by Morrel-Samuels to approve the regular agenda. Motion carried.**
5. **Motion by Pierce, second by Lindauer to approve the minutes of the March 15, 2012 Board of Directors meeting. Motion carried.**
6. Submission of bills - None
7. **Communications to the Board (a)** Greg Raye emailed a request to have DDA assist with the replacement of windows in the Glazier Building,with historically correct wood windows. **(b)** The buyers of the post office building may make the same request.
8. **Reports from Board committees**
-**Chelsea First** – Pat Cleary Digital billboards on U.S. 23 and I-96 will carry the Sounds & Sights Festival information, reaching the demographic which Chelsea hopes to attract. He is

meeting with the Chelsea Fair Board to plan on how to advertise the Fair. They are very excited about the possibilities. The Wine, Women and Shopping committee is also interested in buying the advertising space. Chelsea First is setting the budget in 3 month increments, to correspond with the coming events. The website is getting lots of hits and many comment on the billboards.

9. Reports from Officers and City Manager

- Norfolk Southern RR will be repairing the crossings starting Monday for 3 days
- MDOT has taken a 180 degree turn and now will do an engineering review with many questions on the bump outs planned for Main St. near Cleary's & Common Grill.
- Roberts Rules of Order work shop scheduled for 7:30 a.m., April 26th at the city office.
- The work on M-52 will slowly kick-off with ramps done first.
- Longworth RFP's are still in process, due by April 27th. Hanifan suggested scheduling a work session early in May to review the submissions. Hanifan will forward the RFP documents to the board prior to the meeting. **(MAY 10, 7:30 a.m., McKune Room).**

10. New Business – Budget reviewed briefly. Because of the IFT awarded to Chelsea Milling, the tax receipts will be approximately \$30,000 less than noted on the work sheet. Property values seems to be stabilizing.

- The ability to do the Palmer lot project would require a bond sale. Line item “Depreciation” of \$110,000 (Assets owned by the DDA in the District) would be money available for a project.
- Motion by Morrel-Samuels, second by Lindauer to approve the budget as presented.**
- Motion carried.**

- Patti Schwarz will bring information about the Sculpture Walk to the May meeting.
- Morrel-Samuels requests any suggested corrections, repairs or changes to the by-laws contact him. Flintoft noted the long process of first approval of changes by DDA then presented to Council for its approval.

11. Announcements: Chamber of Commerce – Pierce

- Golf Outing with Dexter at Reddeman Farms is June 5th.
- The Small Business Resource Center at the Library will open with a reception April 26. It was funded through a \$2,000 grant through Washtenaw Community College.
- April 30 Chelsea will host Kalamazoo on a mystery tour.
- Business After Hours May 3 at Chelsea Restoration.

Library – Harmer

- The Resource Center includes One-on-One counseling with SCORE representatives.; workshops; online research center: Reference USA for data
- The Fourth Annual Literary Walk is Saturday, April 21 in conjunction with River Gallery and Chelsea Center for the Arts. There will be regional and nationally known authors which will draw people from outside the area. Playwright David McGregor will be at CCA at noon, and there will be events at 2 pm and 3 pm at the Library.
- As mentioned earlier the exciting “Geek the Library” marketing campaign will begin in May.

12. Additional Business: President Flintoft will be absent from the May Board meeting and nominated Mark Heydlauff as Vice Chair. Agreement by consensus.

13. Motion by Lindauer, second by Morrel-Samuels to adjourn the meeting at 8:12 a.m..
Motion carried.