

**CITY OF CHELSEA
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
7:30 A.M., THURSDAY, OCTOBER 18, 2012
COUNCIL CHAMBERS – CHELSEA POLICE DEPARTMENT**

Present: Flintoft, Finger, Heydlauff, Holman, Lindauer, Merkel, Pierce, Sanville, Schwarz

Absent: Cleary, Povlich

Others Present: City Manager Hanifan; Council Members Albertson and Feeney; Rod Anderson, Chair CAFA and Councilman; James Payeur, Chief CAFA; Jan Bernath, Preservation Chelsea; and Mary Randolph of CAGC

Mark Heydlauff called the meeting to order at 7:34 a.m.

Rod Anderson and Fire Chief James Payeur were invited to begin their presentation regarding the upcoming CAFA 1.8 millage renewal for 2012. They reviewed the past performance of CAFA, its current status, recommendations for the renewal of the millage due to expire in 2013 and projections looking forward. They asked for the DDA support to help get out the word and support the upcoming millage vote. An Open House is scheduled Sunday, October 21, 2012 from 12-4 p.m. to see the newly renovated fire station. A Public Forum on the Millage Renewal is scheduled for Thursday, October 25, 2012 at 7:00 p.m. at the McKune Room; reference www.cafa6.org for more information.

President Flintoft arrived at 7:36 a.m., and took over the meeting following the presentation.

1. Public hearings on matters under consideration
 - None scheduled
2. **Public Comment:**
 - Jan Bernath: Said she drove by the Daniels showroom and was happily surprised that it had not been torn down yet and asked if plans changed (Heydlauff answered no, the demo is still moving forward). She further indicated that Tom Girard was unable to make this meeting and asked that the livery building be tarped. Jan also asked if the DDA was considering tenting the site or fencing for safety?
3. Approval of the Consent Agenda
 - No items suggested for a consent agenda
4. **Flintoft accepted the regular agenda and moved forward with the meeting.**
5. **Motion by Sanville, second by Lindauer to approve the minutes of the DDA Board of Directors Meeting on September 20, 2012. Motion carried.**
6. **Submission of Bills** - None
7. **Communications to the Board** - None
8. **Reports from Board Committees:**
 - **Chelsea First** - No report
 - **Holiday Lights** - Schwarz reported that we are on year 4 of the LED lights and the trees have grown significantly; expecting about \$3K-\$4K in repairs this year. In February we will be presented a proposal for new lights for 2013. Hanifan commented that the trees are on a trim

schedule with the City (every 4-years) and would be trimmed when they go dormant this year.

9. **Reports from Officers and/or City Manager**

- **Hanifan - Main Street streetscape/Park St:** recommend we hold this project until spring 2013, he'll see if CD Hughes will hold their price. **Main Street streetscape/Bump Outs:** received an alternate concept from a citizen a "Seasonal Pier" system which may be a better solution – will share with the board next month. **REU Application:** for Smokehouse 52 is moving forward through the Special Assessment Process – reviewing at the first council meeting in November and expect it to be finalized at the 2nd meeting in November. **Daniels Showroom Demo:** is scheduled for Monday, October 22nd and is scheduled to take 4-5 days; Smalley Construction will provide security and tenting, as required.

10. **Unfinished Business**

- See Hanifan report in #9 (Streetscape and Longworth).

11. **New Business: Announcements:**

Heydlauff: asked that the DDA look at efforts needed for a "Timeline for the future" and work towards keeping momentum on all DDA projects and proposals. He indicated the need to move forward and see more progress between monthly meetings, recommending a work session between the monthly Board meetings to allow us to (a) spend more time on the streetscape plan, including the public feedback from the three open public meetings; (b) more discussion about the Palmer Lot, which the DDA is leasing until March 2013, (c) and brainstorm about other projects within the district (i.e. Longworth alley, Federal Screw corner). Pierce also commented that we need to continue helping existing businesses to attract new business (i.e. REU program, ADA program, and possibly an updated façade improvement program, etc.).

Chamber of Commerce: PBS's "Under the Radar" filmed in Chelsea this week, including at Jiffy and at Back to the Roots. They will be back next Friday to visit the Common Grill.

12. **Announcements – Hanifan** stated that Magellan Properties had a public meeting 10/10/12 and indicated they have received federal funds to demolish the Federal Screw complex and are expecting to start within 60-90 days.

--**Pierce (Chamber):** announced a 9/28/12 workshop for the "Big Four Hundred" and 2 new Chamber of Commerce are joining (Brooklyn & Irish Hills). Two anchor events – Cranes, Color & Cabernet (10/27/12) and Maple Sugaring in the spring. Citizen of the Year and Lifetime Achievement Awards will be presented next Thursday, November 1st, 2012 tickets are \$35 each. Dave Killips is receiving the 2012 Lifetime Achievement Award and Linda Meloche is receiving the 2012 Citizen of the Year).H

--**Harmer (Library Report)** – No report

--**Mary Randolph** commented that the Chelsea Area Garden Club uses the old Palmer Lot for their large annual plant sale. **Albertson** commented that we need to continue to seek public input for projects and find a way to weigh it. **Hanifan** further commented that we should not forget the 3 large well-attended public meetings we had that provided input for the overall Downtown Streetscape plan.

--**Heydlauff** asked Hanifan to post a DDA Work session for Thursday, November 1st at 7:30 a.m. in the Council Chambers meeting room.

13. **Motion by Lindauer, second by Merkel to adjourn the meeting at 8:35 a.m. Motion carried.**