

**CITY OF CHELSEA
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
7:30 A.M., THURSDAY, JANUARY 17, 2013
COUNCIL CHAMBERS – CHELSEA POLICE DEPARTMENT**

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

Absent: Cleary, Holman, Polvich

Others Present: City Manager Hanifan; Council Members Albertson and Anderson; Bill Harmer, Chelsea Library; Lisa Almendinger, Chelsea Update; Cathy Bean; Jan Bernath, Preservation Chelsea; Rob McFate, The McFate Group; Greg Raye, Chelsea Farmers Supply; Emily Penix (Electronic Kiosk presentation; Sarah Wedell (Library Program presentation).

President Flintoft called the meeting to order and roll call of Board at 7:30 a.m.
Agenda was reordered to invite guest presenters to speak first.

Emily Penix, Electronic Kiosks – presented a proposal to for ‘Printed Map Updated and Interactive Map Development Project’ – proposed budget \$1,500.00. Board requested a more detailed budget, including maintaining the data for consideration in a future budget cycle (2013-14).

Sarah Wedell, Chelsea Library – presented a proposal for DDA to consider supporting the ‘5th Annual Midwest Literary Walk’, Saturday, April 27th, 2013. Board requested a more detailed budget, as this would be unbudgeted for April 2013 (requested \$3K of \$6K budget); with more detail could consider in future budget cycle.

1. Public hearings on matters under consideration
 - None scheduled
2. Approval of the Consent Agenda
 - No items suggested for a consent agenda
3. **Motion by Sanville, second by Finger to approve the regular agenda. Motion carried.**
4. **Motion by Heydlauff second by Pierce to approve the minutes of the DDA Board of Directors Meeting on December 20, 2012. Motion carried.**
5. **Submission of Bills** - None
6. **Communications to the Board**
7. **Reports from Board Committees:**
 - Chelsea First** – no report
 - Accessibility** - **Pierce** reported his 1st meeting will be in February
 - Alleyway markings** – Pierce, no report

8. **Reports from Officers and/or City Manager**
 - Remediation Grant** - **Hanifan:** Remediation RFP is in process; tentative work is queued to

start Monday, 3/11/13 and the estimate is 7-10 days to complete. Tanks and connectors at Longworth are not eligible within the scope of this remediation grant.

-Main Street Streetscape - Hanifan: A proposal was received for two Demountable Platforms from Jim Valenta of MCI Engineering (replace permanent bump outs already approved with temporary ones). Estimate of \$39K for additional engineering/architectural/professional design services (not budgeted 2012-13); this project has not been done in Michigan and will be new to MDOT.

9. Unfinished Business (reference New Business)

-Marketing Mack & Livery buildings: Heydlauff indicated the recent newspaper article has informally gotten the word out that the buildings are for sale and the DDA is looking for serious offers, even though the information in the Sun Times is not quite what was said.

-DDA Accessibility Application: Approved 2012-13 Budget is \$5,000.00 and we've received a request from Pat Cleary for \$500.00 to assist him with changing the entry to Cleary's Pub.

Pierce moved that the DDA approve Pat Cleary's application for \$500.00 from the Accessibility Program Budget to provide assistance in changing the Main Street entry door to Cleary's Pub to improve accessibility. Second by Lindauer, approved all Ayes.

10. New Business:

-Middle to Main alley (behind Longworth buildings): Awaiting alley survey from MCI, then Heydlauff will take the lead and schedule a meeting(s) with adjacent owners.

-A comment was made that the DDA needs to begin soon to look at the 2013-14 Budget year.

11. Announcements:

--Chamber of Commerce: Bob Pierce reported the Business Awards have been announced. For the Large Business the award goes to The Purple Rose Theatre, and the Small Business Award to Chelsea Lanes. Congratulations to both!

12. Public Comment

-Bernath asked what other avenues than the Sun Times article will be used to market the Longworth Property?

-C. Bean indicated that Preservation Chelsea has a list of email and US mail lists of historic developers and will put something together and sent it out to help market the sale of the Longworth Building(s) and old Police Station building to help generate interest.

-Sanville announced the upcoming new play at the Purple Rose written by Jeff Daniels, "The Meaning of Almost Everything" and that presales are up 200%.

Heydlauff moved, Merkel 2nd to adjourn the Meeting at 8:15 a.m.

Respectfully submitted,

Kathy Dunn Finger, Secretary

APPROVED BY DDA BOARD, February 21, 2013