

**CITY OF CHELSEA  
DOWNTOWN DEVELOPMENT AUTHORITY  
BOARD OF DIRECTORS MEETING  
7:30 A.M., THURSDAY, September 19<sup>th</sup> 2013**

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

**Absent:** Cleary, Povlich

**Others Present:** City Manager Hanifan, City Council Members Albertson & Anderson, Susan Moore Chelsea Area Garden Club, Lisa Allmendinger Chelseaupdate.com, Nat Siddall Chelsea Standard, Dana Beehr The Sun Times

1. President Flintoft called the meeting to order and roll call of Board at 7:30 a.m.
2. Public hearings on matters under consideration – none
3. Public Comment: none
4. Approval of the consent agenda – no items
5. **Motion by Lindauer, second by Holman to approve the regular agenda with moving Public Comment to the last item of the agenda. Motion carried.**
6. **Motion by Pierce, second by Finger to approve the record of the July 18, 2013 (no quorum, meeting cancelled) and minutes of the August 15, 2013 Board of Directors meetings. Motion carried.**
7. Submission of bills – No bills submitted
8. Communications to the Board – none
9. **Reports from Board Committees**  
--Chelsea First, Pat Cleary – not present, no report
10. **Reports from Officers and City Manager:**  
--Hanifan reported that he has obtained two ballpark bids for about 700 lineal feet of fencing along the RR tracks; the first bid is for decorative fencing at apx \$24,000; the second bid is for non-decorative treated chain link fence at apx \$18,000. Bids are priced well for this much fencing, but it is a significant cost which is unbudgeted in the 2013-2014 DDA Budget. Need to determine the RR company's timeframe and specific barrier requirements (i.e. could part of the barrier be plantings, one side or both sides of the RR tracks, would the fencing be on the easement or private property), more information will follow.  
--Hanifan indicated that he has been in touch with Deardorff and the new Longworth corridor concept drawings approved last month are not quite ready. He recommended the DDA schedule a **Work Session for 7:30 a.m. on Thursday, October 3<sup>rd</sup>** to review the drawings and budget; DDA consensus was to put this work session on our schedule.  
--Hanifan reported that he has met with the Wellness Coalition regarding the Palmer Lot Site Plan and will have more information next month regarding the required buffer, and asked this be included as an item for the October agenda.

**11. Unfinished Business:**

- Marketing Plan Longworth Buildings – Heydlauff reported he continues to stay in touch with interested parties and is awaiting the new concept drawings from Deardorff. He noted it is important to keep the process moving forward.
- Hanifan indicated he would have updated figures for the October meeting for the tear down of the Livery Building and adjacent lien-to structures, and stabilization.

**12. New Business**

- Flintoft made a suggestion for the DDA Board to consider having meetings at different locations around town. Hanifan noted that if the board considers this option we need to make sure to clearly communicate the location change at least 30 days in advance of each meeting.

**13. Announcements**

- Pierce made many announcements regarding recent and upcoming Chamber activities;
- Congratulations to Howdy Holmes**, 9/17 he was presented with the prestigious Ambassador Award by the Ann Arbor Area Visitors & Convention Bureau, Outstanding Members of the Hospitality Industry organization.
- Citizen of the Year & Lifetime Achievement Awards will be presented 10/17 at the Village Conference Center 6:30 pm, tickets are on sale at the Chamber office.
- The Chamber office will be moving soon after 7 years in their McKinley office space to a portion of the Palmer Auto Service facility in downtown, the build out is in process.
- The Special Olympics Event last week drew over 1,000 people and they are looking at expanding their fall games.
- The Chamber will be hosting the Chelsea Village Council Candidate Forum on 10/9 at the McKune Room in the Chelsea Library (7-9 pm).
- The next Business after Hours is 9/26 (5-7 pm) at WSEC “Back to School Event” hosted by - Chelsea School District & the Chelsea Senior Center.
- The Michigan Cares for Tourism Event is coming up, expecting 200+ tourism professionals and many visitors to the area for the kick-off.

**14. Adjournment – Motion by Sanville, 2<sup>nd</sup> by Heydlauff to adjourn the meeting at 7:44 a.m. Motion carried.**

Minutes respectfully submitted,  
Kathy Dunn Finger, Secretary  
Approved at the October 17, 2013 DDA Regular Meeting