

**CITY OF CHELSEA
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
7:30 A.M., THURSDAY, August 21, 2014**

Present: Finger, Flintoft, Heydlauff, Holman, Martinson, Patrias
Absent: Cleary, Merkel, Lindauer, Sanville, Schwarz
Others Present: City Manager Hanifan; City Council Member Albertson; Dana Beehr The Sun Times; Bob Pierce Chelsea Chamber of Commerce;

1. President Flintoft opened the meeting at 7:30 a.m. and noted a quorum was present
2. Public hearings on matters under consideration – none
3. Public Comment – none
4. Approval of the consent agenda – none
5. **Motion by Finger second by Heydlauff to approve the regular agenda. Motion carried.**
6. **Motion by Patrias second by Holman to approve the minutes of the July 17, 2014 Board of Directors meeting. Motion carried.**
7. Submission of bills – No bills submitted
8. Communications to the Board – none
9. Reports from Board Committees – none.
10. **Reports from Officers and City Manager:**
 - Hanifan reported that the flat work bids for the Longworth alley are due 9/11/14; we can review the scope and options at the 9/18 meeting, and vote to accept one of the bids. The goal will be to start work just after the Sept DDA meeting with demo of the Livery Bldg and then roll right in to the flatwork. Railroad fencing quotes will also be available by the Sept DDA Meeting.
 - Hanifan reported that there was a joint City Council and Lima Twp meeting regarding 2 developers with potential plans for 2 new subdivisions ('Lima Springs' and 135 acres parcel by Trinkle/Freer/Old 12).
11. **Unfinished Business**
 - Flintoft – REU Program Proposal draft forwarded in July, potential new/revised 2014 program. Discussed reviewing this proposal as well as looking at various changes in property use (i.e. improving use, haven't discussed when property goes from a higher use to a lower use; also if REU credits are 'banked' – can they be reassigned? Need to understand policies and history of REU fees.
 - Under the Energy Optimization Program the city has started changing the street light bulbs to LED – have a couple hundred to replace; working on 35-40 currently).
 - Gravel Pit decision on hold until 11/14/14. Twp indicates 'no information can be provided at this time'.
12. **New Business** – none

13. **Announcements**

- Pierce reported the summer was consumed with successful festivals and events (11 for 11 Thursdays without rain) and the 3-day festival was successful with no hitches. Sept 11 is the fall Chamber Breakfast and kick-off networking event. Part of the chamber membership drive will involve raffling off a car (600 tickets @ \$100 each – if 600 tickets are not sold it will become a 50/50 raffle). Big 400 Project moving forward; 12 tours scheduled, grants in process, print and electronic map updates. Chelsea First is finishing up contracts and regrouping; not pursuing billboards right now. Received a \$10K grant from Ypsilanti Visitors & Convention Bureau (to Chelsea First) – website updates are complete.
- Hanifan reported the City just received a notice from MDOT that M52 at the railroad tracks may be closed for up to 2 weeks for upgrades; he will keep us posted.

14. **Adjournment – Motion by Finger, 2nd by Martinson to adjourn the meeting at 7:55 a.m. Motion carried.**

Minutes respectfully submitted,
Kathy Dunn Finger, Secretary

Minutes approved at the October 2, 2014
DDA Board of Directors Meeting