

**CITY OF CHELSEA
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
7:30 A.M., THURSDAY, February 20th, 2014**

Present: Cleary, Finger, Flintoft, Heydlauff, Holman, Lindauer, Merkel, Patrias, Schwarz
Absent: Martinson, Sanville
Others Present: City Manager Hanifan, Bob Pierce Chelsea Chamber of Commerce, City Council Members Albertson & Pacheco, Lisa Allmendinger Chelseaupdate.com, Ashley Miller Helmboldt Farmers Market, Greg Raye Chelsea Farmers Supply, Tom Girard, Howie Flintoft, Ashley Miller Helmboldt – Farmers Market, Dana Beehr – Sun Times

1. President Flintoft called the meeting to order noting a quorum of the 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 Cleary to approve the regular agenda. Motion carried.**
6. **Motion by Merkel, second by Heydlauff to approve the minutes of the January 16, 2014 Board of Directors meeting. Motion carried.**
7. Submission of bills – No bills submitted
8. Communications to the Board–Flintoft commented he has received many communications regarding the McCoig Sand & Gravel Special Land Use Application and meeting (agenda #10).
9. **Reports from Board Committees**
--Chelsea First – Cleary reported that the 2/19/14 breakfast was well attended by 42 businesses, and Hank Weber who ran the original focus group 4 years ago was very impressed with our structure and progress.
10. **Reports from Officers and City Manager:**
--Projects: Hanifan reported that the \$450K DDA Bond Resolution presented to City Council for proposed DDA projects was approved by council. There is a 45-day referendum period for the Bond with a target closing date of 3/27/14. The consensus was to have both of the proposed Longworth/Jackson corridor drawings forwarded and reviewed by Engineering (Raye & Deardorff) and have all adjacent property owners involved from Day 1. DDA members favor Raye’s slope drawing, but acknowledge we need to understand if there are engineering constraints which may be captured in Deardorff’s 2-tier drawing. Goal is to complete the engineering review and bid process, then target work for the end of April or early May working around events scheduled in the city (about 1 month of work). The streetscape can also be scheduled around city events and should take about 3-days (traffic will be maintained).
--Palmer Lot: Hanifan also noted that Christine Linfield has reviewed the circulation path with 1-entry option for the Palmer Lot property, and that City Council has approved the Farmer’s Market request to use this lot as is for the 2014 Market. DDA will need to look at interim work needed and request some funding for 2014 enhancements (i.e. access, and separation of electrical for lighting from Bob Mock’s property).
--McCoig Sand and Gravel Special Land Use Application to Lyndon Twp

Flintoft reviewed the Joint Meeting between DDA and City Council at 5:00 pm last Monday (2/17/14), and noted the DDA is in opposition to having gravel train trucks going through downtown Chelsea every 3.75 seconds, 10 hours per day, 6 days per week, for 20+ years. Following the Joint DDA/Council Meeting Monday, at 7:00 p.m. Lyndon Township held a meeting at the Sylvan Township Hall; Melissa Johnson attended on behalf of City Council and she did a very good job representing council. Bob Pierce spoke too and did a great job representing our collective concerns.

Flintoft indicated he was at the Twp meeting but with over 200 people in attendance he did not have the opportunity to speak (drew #41, about 20 spoke); Lyndon Twp will be following up with an additional meeting March 13th. Flintoft explained the complexity of the court's position and current laws and that McCoig is very serious about opening a pit. No one at the Twp meeting spoke in favor of it except the applicant. It will fall to the municipality to prove "very serious consequences" on property, safety, and traffic along the proposed route.

As the DDA we cannot participate in litigation, but Flintoft will express our concerns about traffic, safety, potential devaluation of property values, impact to business/shopping district, and potential impact to emergency responders. If the City Council directs it the DDA could possibly fund a traffic study to support the impact to the City of Chelsea. Council meets next on March 3rd and they could at that time come back to DDA to be a witness with a traffic study.

11. Unfinished Business:

--**Palmer Lot Project** -- Heydlauff commented that City Council and DDA need to be involved in the long term process for developing details of this project. Cleary commented that it seems the boundaries of the property may be holding us up. Need to work with Christine Linfield (City Engr) who has a basic plan and obtain MDOT input. State would need to sign off on a south access, and then engage engineering on reviewing setbacks, flow/layout, parking needs, grading, buffer and structure.

Hanifan further commented we should gather additional information with the 2014 Farmer's Market through spring-summer-fall 2014 and drive this project with greater detail next year.

--Heydlauff requested to readdress the marketing of the Mack Building at the March DDA Meeting; look at next steps procedurally (RFP and/or hire a real estate agent?), and the value added with the Longworth Corridor project.

12. New Business - none

13. Announcements

--Pierce commented he supports the **opposition** of the McCoig sand operation and noted the concern for pedestrian safety (including the elderly), the economic impact to tourism, the decrease in area property values with trucks going through downtown every 3.7 minutes, and potential impact to the area events and tourism.

--Pierce also announced March 8th is the Chamber's 13th Annual Fun Night at the bowling alley (2nd largest annual chamber FR event) and March 8-9 is the Big 400 Maple Sugaring Festival with various events through the day including a fund raising breakfast at Chelsea Alehouse, and several area restaurants featuring maple meals on their menus (Cleary's – Georgian Bay Maple Trout).

14. Adjournment – Motion by Lindauer, 2nd by Cleary to adjourn the meeting at 8:25 a.m. Motion carried.

Minutes respectfully submitted, Kathy Dunn Finger, Secretary
Approved at the March 20, 2014 DDA Board Meeting