

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

Present: Finger, Flintoft, Heydlauff, Holman, Lindauer, Martinson, Merkel, Patrias, Sanville

Absent: Cleary, Schwarz

Others Present: City Manager Hanifan, Bob Pierce Chelsea Chamber of Commerce, City Council Members Albertson, Anderson, Myles & Pacheco, Lisa Allmendinger Chelseaupdate.com, Ashley Miller Helmboldt Farmers Market, Mary Randolph, Joe Ziolkowski (Owner, former Police Station Building on East Middle St.)

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
 - Joe Ziolkowski – indicated he had been approached by 2 possible 1st floor tenants and was asking about the DDA-REU Program (had received REU Quotes from the City of \$68K for restaurant use and \$36K for bakery use).
 - Ashley Miller Helmboldt – made a short presentation regarding the two 2014 Farmer’s Markets in Chelsea and placemaking efforts; she was also asking for DDA support in the 2014-2015 Budget. She is working with the city for the 2014 market layouts at the Palmer Lot, and will continue to collect information to share with the DDA through this market season.
 - Jim Myles spoke as a fellow business man and commented that he felt the DDA Budget should be reprioritized to financially support stopping the McCoig mining operations based on the potential devaluation of the downtown district.
 - Mary Randolph of the Chelsea Garden Club clarified that the Garden Club DDA Budget expenses are strictly pass through (for materials only), there is absolutely no profit to the club for the planter plantings and maintenance.
4. Approval of the consent agenda – no items
5. **Motion by Lindauer, second by Merkel to approve the regular agenda. Motion carried.**
6. **Motion by Merkel, second by Heydlauff to approve the minutes of the February 20, 2014 Board of Directors meeting. Motion carried.**
7. Submission of bills – No bills submitted
8. Communications to the Board--the Notice of Intent to Amend City of Chelsea Comprehensive Plan was distributed to DDA; there is no DDA action or funds required. McElrath letter was just for DDA reference; no action.
9. **Reports from Board Committees**
 - Chelsea First – no report.
10. **Reports from Officers and City Manager:**
 - 2014-2015 DDA Proposed Budget – DDA had a work session and reviewed the proposed budget by line item; the proposed budget is scheduled to be voted on at the April 17th Regular

DDA Board Meeting.

The REU Program was approved in the past, the program is still open, and an application would be reviewed and funded when funds are available within the budget. Anyone may still apply, but to approve a new application the DDA Budget would need to be amended as there are no unassigned dollars in the current or 2014-2015 budgets.

There was much discussion about the DDA budget and possible support and timing of expenses to assist the City with preventing mining traffic through the downtown district. Flintoft commented no one has a fixed idea of the cost to the community or how to divide it up, or the timing. DDA Members were unanimous in support of the opposition; we need to see what Lyndon Twp decides. A Traffic Study would cost approximately \$8,500.00. After further discussion, the following Motion was made:

Patrias made a motion to ask the City Manager/Administration to provide the DDA with a revised 2014-2015 Proposed DDA Budget and note “McCoig” against each discretionary budget line item for DDA future reference; seconded by Heydlauff. Motion unanimously carried.

--**Projects:** Hanifan reported that the \$450K DDA Bond Resolution approved by Council is expected to be closed on at the end of April, at which time we would target a May start date for projects. He also reported that they are meeting with various property owners on the plans and keeping them updated.

11. **Unfinished Business** - none

12. **New Business** - none

13. **Announcements**

--Pierce provided updates on several upcoming Chamber Events, and that they are working with AA Tourism on an economic study for Washtenaw County on gravel/mining operation potential impact.

Pierce along with Chelsea Mich and B. Skrondoski are looking at ways they can help businesses fill commercial empty space.

Pierce also reported that the Big 400 received the Governor’s Award for Innovative Tourism Collaboration, and had the glass award on display.

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

Minutes respectfully submitted,

Kathy Dunn Finger, Secretary

Approved at the April 17, 2014 DDA Board Meeting