

**CITY OF CHELSEA
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
7:30 A.M., THURSDAY, DECEMBER 18, 2008**

Present: Jackson, Feeney, Flintoft, Frisinger, Galvin, Heydlauff, Morrel-Samuels, Myles, Pierce, Schwarz, Winans, Hanifan

Absent: Holman

Others Present: Tom Colus, Miller Canfield; Ginny Trocchio, The Conservation Fund; Chelsea Police Chief Ed Toth; Scott McElrath, Deb Greer, River Gallery; Aubrey Martinson, C.C.A.; Susan Lackey, Washtenaw Land Trust; Jim Drolett, Zoning Administrator

1. President Jackson opened the meeting at 7:35 a.m.
2. **Motion by Pierce, second by Winans to approve the minutes of the November 20, 2008 regular Board of Directors meeting and the minutes of the December 4, 2008 Special Board of Directors meeting. Motion carried.**
3. **Public Participation** – Scott McElrath suggested that local architects and builders be allowed to compete in bidding for projects such as the Longworth and Bookcrafters projects.
4. **Chelsea Gateway presentation** – Ginny Trocchio, Program Manager for the Conservation Fund made a presentation to outline how the Fund works with communities which border public lands, to become Gateway communities. The stress is on preserving natural resources, balancing nature and commerce and ultimately have the local community realize economic benefits. Seven area organizations are sending representatives to the Gateway Community Workshop in January. They will learn how to develop marketing tools, strengthen community leadership, build on existing assets such as the Waterloo Recreation Area. They will ask the community what is their vision of Chelsea's future. The State of Michigan will invest in the project from the approved \$2.5M for land acquisition.
5. **Chelsea Police Chief Ed Toth – Liquor Control explanation** When the police have a situation brought to their attention, they must respond. They are the “Finders of Facts”. He pointed out a few things regarding serving alcohol, for example, at gallery openings. A private party as an invitation-only event, may serve wine. A non-profit may apply for a 24 hour license, and serve drinks. The Liquor Control Commission only has jurisdiction only over those with a liquor license. If anyone has questions or concerns, the Chief will

research the answers.

6. **Tom Colus of Miller Canfield** explained the current bonding limitations of the DDA. The current projects planned with proceeds from a bond sale come under the last amended DDA Plan, so the plan does not have to be amended at this time. To move forward with additional projects, the Plan will have to be amended and can be worked on concurrently with this issue.

Motion by Flintoft, second by Myles to approve the Resolution Requesting Issuance of Bonds and Pledging Tax Increment Revenues in an amount not to exceed \$995,000. Motion carried.

7. **Longworth update** – The sale has been closed. John Hanifan has the keys to the building. **Motion by Flintoft, second by Frisinger to approve the proposal by A.R. Brouwer Co. to provide consulting services to determine the structural integrity and to submit a written scope of work and cost estimate to complete any structural repairs and renovate the remaining building for office\retail use, at a cost of \$3,500. Motion carried.**

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At the request of the DDA Board members, Architect Howard Deardorff submitted a proposal for planning and design services for the development of the North Gateway which will include the area in and around the Longworth Building, the Depot Building, the intersection of Main Street and the Amtrak tracks. The proposal is in three sections. After discussion, **Heydlauff made a motion, seconded by Schwarz to approve Task I – Draft Concept Designs in the amount of \$5,700, to prepare at least three but no more than four Design Concepts, submitted to DDA in February. Motion carried., 10 yes, 1 no, 1 absent.**

8. **Napieralski Project** – The owners wish to leave the matter until February.
9. **Post Office Building - Discussion on ways to make the best use of the P.O. Property if offered for sale to City. Important to put it onto the tax rolls.**
10. **Chamber of Commerce** – Pierce showed a dummy copy of a new Ann Arbor News concept called “Chelsea Times”\flipped it's “Dexter Times”. It will be circulated to 14,000 homes, be supported by adds, and be available January 25, 2009.
11. **Meeting adjourned at 9:15 a.m.**