

**CITY OF CHELSEA
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
7:30 A.M., THURSDAY, AUGUST 6, 2009**

Present: Jackson, Feeney, Galvin, Heydlauff, Pierce, Schwarz, Winans
Absent: Flintoft, Frisinger, Holman, Morrel-Samuels, Myles
Others Present: Larry Bean, Cathy Clark, Donia Dunlop-Herndon, H.K. Leonard, Dylan Raye-Leonard, Rob Riemenschneider, Kevin Riley and Guest, Craig Maier, Christine Linfield

President Jackson opened the meeting at 7:30 a.m.

1. **Motion by Pierce, second by Winans to approve the minutes of the July 16, 2009 Board of Directors meeting. Motion carried.**
2. President Jackson spoke of his presentation at the last City Council meeting, outlining the past year's activities. Council and Jackson agreed that improved communication between the two groups is important and are planning at least quarterly meetings.
3. **Nominating Committee – Winans** noted that the terms of Mark Heydlauff, Bob Pierce, Gary Galvin and Peter Flintoft will expire at the end of 2009.
4. **Downtown Maintenance projects – Christine Linfield & Craig Maier** Linfield presented two lists of potential projects which the DDA can be involved financially- crack filling at three sites of a total of 1,000 feet at \$1.46/foot. **Motion by Heydlauff, second by Winans to the approve the bid from Michigan Joint Seal at \$1.46/foot for approximately 1,000 feet at the three locations for a total of \$1,460. Motion carried.** The City will be doing additional work with the company at other locations which results in considerable saving to the DDA on its portion. For the reconstructing the parking lot behind the fire station Barrett Paving presented a bid of \$43,330.96 plus 10% contingency. The lot will be reconstructed, lined, curbed and electric moved. The new design and relocation of the WAVE bus fleet will leave a total of 43 parking spaces. This is the lot where employers encourage their employees to park to leave more desirable spots for customers. **Motion by Pierce, second by Schwarz to approve the contract with Barrett Paving Materials in the amount not to exceed \$50,000. Motion carried.** Maier reported that by tying this project in with other City projects it will result in a savings of at least one-third in cost. Other DDA lots which will require extensive attention are the Park Street lot and area west of the depot as well as sidewalks and brick work repair in front of Palmer Ford and small islands in two lots.
5. **Break-Ins** – Chief Toth has offered to hold a meeting with local business owners to help them plan for protection from break-ins as there have been several in recent months.
6. **Public participation: (a) Kevin Riley** and his Chelsea Properties LLC are going to purchase the post office building. He plans to work with the DDA and the adjacent dental practice to build an improved public parking lot which could serve the businesses and improve traffic flow and safety. He was cautioned to plan on approaching the Planning Commission soon. Riley described their plans as maintaining the integrity of the building while making it more accessible to the handicapped. The post office is planning to move to its new location within a

couple of weeks. Riley may have a moving party to pack up as quickly as possible. **(b) Donia Dunlop-Herndon** of 223 Madison St. introduced herself and offered to explore funding options for projects, such as brownfield grants, green building grants and stimulus funds. Pierce asked if she would like to work with the Chamber of Commerce on the Gateway Project. **(c) Longworth update – Hanifan** Beale Construction has the contract to demolish two of the three buildings and complete the asbestos removal. Linicoln Poley removed drywall in front building and found the brick behind to be in fairly good condition. Larry Bean addressed the Board requesting that the demolition be delayed while they tried to find the means to keep the Livery Building. Dylan Raye-Leonard spoke of establishing a teen-run teen center; **(d) Greg Raye** showed an article about The Neutral Zone in AA. Heydlauff suggested they contact McKinley for use of one the the empty areas there to see if a teen center was going to work. **(e) Heydlauff** emphasized the fact that it is not economically feasible, historically or financially to try to save the Livery building. He suggested that everyone look at the space as a whole, the corridor of Jackson St. and how beautiful it could be. The hope is to return the space to the tax rolls in the future. As a compromise, Historical Society members can walk through the building and arrange to rescue any historically significant pieces.

7. **THE REST OF THE AGENDA WAS ABANDONED DUE TO LATENESS OF HOUR.**
8. **Other business:** A guest reported that David Dixon volunteered to tape the DDA meetings free. It was suggested that Council consider a monthly update of DDA meetings at Council.
9. Meeting adjourned at 9:40 a.m.