

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

Present: President Flintoft, Finger, Heydlauff, Holman, Lindauer, Merkel, Patrias, Sanville, Schwarz

Absent: Cleary, Martinson

Others Present: City Manager Hanifan; City Council Members Albertson and Pacheco; Lisa Allmendinger ChelseaUpdate.com, Howard Flintoft; & 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 Merkel second by Patrias to approve the regular agenda. Motion carried.**
6. **Motion by Lindauer second by Heydlauff to approve the minutes of the October 16, 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 easements are nearly complete for the alley (E Middle to Jackson) and expect the electric work to finish by 12/15. Paving is weather dependent, may be delayed.
 - Hanifan reported the Christmas Lights were put up by the City.
11. **Unfinished Business**
 - Flintoft – REU Program Proposal discussion; when DDA has funds we can vote to put the new REU Program in our budget. It was noted that the current DDA budget year 7/1/14-7/1/15 funds are not available; the consensus is that the Board wishes to have some type of REU Program in the future depending on the budget. Will review for '15-'16 Budget.
 - Gravel Pit decision still on hold until 11/14/14. Twp indicates 'no information can be provided at this time' (*note from the October 2nd DDA minutes*).
 - Heydlauff shared that the new owner of the old Police Station (Joe Ziolkowski) and Dana McGrath have done a great job with renovations, and most updated 2nd floor apartments are currently rented.
 - Heydlauff also commented that the DDA needs to keep focus on the Palmer Lot redevelopment and continue to discussions this project for 2015. The Farmers Market was a great success at this location!
12. **New Business**
 - Mack Building Marketing – Heydlauff commented that he feels the DDA should look at marketing the Mack Building more aggressively; go back to developers that previously had interest since it is now a much more desirable property with the DDA work being done.

May not have to 'give it away'. Hanifan will provide REU information on Mack Building so DDA can review options at next meeting.

13. Announcements

- Sanville reported that the Purple Rose is moving in to a new rehearsal space December 12th (310 N Main).
- Pierce reported on the upcoming Hometown Holiday events start December 3rd, and that the Chamber of Commerce secured a \$10K Tourism Grant from Ypsi Visitors and Convention Bureau.
- Stephanie Willette (new Chelsea Farmers Market & Basket Market Director) handed out results from the 2014 Farmer's Markets and reviewed the surveys and success they experienced this year. The Board invited Stephanie to come to our next Work Session for the Palmer Lot redevelopment project.

14. Adjournment – Motion by Lindauer, 2nd by Schwarz to adjourn the meeting at 8:12 a.m. Motion carried.

Minutes respectfully submitted,

Kathy Dunn Finger, Secretary

Approved at the DDA Board Meeting of December 18, 2014