

**CITY OF CHELSEA
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
7:30 A.M., THURSDAY, October 16, 2014**

Present: President Flintoft, Finger, Heydlauff, Holman, Merkel, Patrias, Schwarz
Absent: Cleary, Lindauer, Martinson, Sanville
Others Present: City Manager Hanifan; City Council Members Albertson and Pacheco; Lisa Allmendinger ChelseaUpdate.com, Mary Randolph; & 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 Heydlauff to approve the regular agenda. Motion carried.**
6. **Motion by Merkel second by Schwarz to approve the minutes of the October 2, 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 demo of the livery building is about 95% complete (started last Wednesday); going a bit slow to keep Jackson Street open to be a good neighbor and accommodate Greg Raye's business. CD Hughes is in town and as soon as the demo is finished they are ready to start work (they work through November). Working on drafting/finalizing the easements and meeting with all adjacent owners. Electric work will start early next week. Weather may be a factor.
 - Hanifan reported M52 will be closing for 2 weeks for railroad work (signs indicated closing on October 17th).
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. Carry this item forward to the November agenda.
 - Gravel Pit decision on hold until 11/14/14. Twp indicates 'no information can be provided at this time' (*note from the October 2nd DDA minutes*).
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. Hanifan will provide REU information on Mack Building so DDA can review options at next meeting.

13. Announcements

- Pierce reported the Chamber of Commerce Citizen of the Year Banquet is coming up on October 23rd honoring Rick Eder and former Chief McDougal. The car raffle became a 50/50 raffle and the winner will be announced at the football game. Pierce also reported on the Big 400 financial strategy, Barry Lotick working on self-guided tours and updating a virtual map, and a Grant was recently received by the Chamber.
- Pierce also reported on some restructuring with chelseamich.com; Leslie in web position 10 hours/month, and Bridget doing Sales/Marketing. Day-to-day business will be handled by the Chamber office (emails, calls, calendaring etc.), and Graphic Design/billboards will be handled by Emily Pennix (T&M). Goal has been to streamline functions and try to remove some overhead costs with the Chamber overseeing chelseamich.com.

14. Adjournment – Motion by Finger, 2nd by Patrias to adjourn the meeting at 7:50 a.m. Motion carried.

Minutes respectfully submitted,
Kathy Dunn Finger, Secretary