

**CITY OF CHELSEA
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
7:30 A.M., THURSDAY, January 15, 2015**

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

Absent: Martinson, Merkel, Martinson, Sanville

Others Present: City Manager Hanifan; City Council Members Albertson and Pacheco; Lisa Allmendinger ChelseaUpdate.com, Bob Pierce Chelsea Chamber of Commerce, & Stephanie Willett Farmer's Markets

1. President Flintoft opened the meeting at 7:30 a.m., noted a quorum was present, and recognized the passing of Howard Haselschwardt recognizing his many contributions to Chelsea and extending our condolence's to his family.
2. Public hearings on matters under consideration – none
3. Public Comment – none
4. Approval of the consent agenda – none
5. **Motion by Lindauer second by Finger to approve the regular agenda. Motion carried.**
6. **Motion by Heydlauff second by Patrias to approve the minutes of the December 18, 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:**
 - Finish of Longworth alley project is weather dependent, delayed to spring.
 - Hanifan distributed a 2001 DDA Parking Study along with a previous Parking Expansion Strategy from 1998 prior to the meeting for DDA Board Members reference. Parking plans & maintenance need further review, suggested a future DDA work session: number of lots/spaces, 24 vs 3 hour parking (including looking at the needs of the new lot behind the Mack Building and current depot parking spaces), lot adjacent to Heydlauff's building is 3 hour against building, 24 hour against tracks, Palmer Lot spaces, future land use/benefits, maintenance, and potential municipal improvements outlined in studies.
11. **Unfinished Business**
 - Marketing of Mack Building, possible realtor involvement.
12. **New Business**
 - **A motion was made by Heydlauff and 2nd by Lindauer to approve the 2015 DDA Proposed Schedule of Meetings including Work Sessions distributed by John Hanifan. Motion unanimously carried.** Hanifan will post meeting schedule in the City Offices.
 - Draft of 2015-16 DDA Budget to be reviewed at next Work Session (Feb 5th, 2015); incorporating various projects reviewed at the Jan 8, 2015 DDA work session.

13. Announcements

- Bob Pierce announced the Chamber's upcoming business breakfast at 'Uptown Coney' on Jan 22nd; the Chamber's Annual Meeting is scheduled for Feb 19; that Chelsea will be hosting the Big 400 2nd Annual Event in March, and Aubrey Martinson is onboard with Chelsea First.

**14. Adjournment – Motion by Lindauer, 2nd by Patrias to adjourn the meeting at 8:50 a.m.
Motion carried.**

Minutes respectfully submitted,

Kathy Dunn Finger, Secretary

Minutes approved at the February 19, 2015 DDA Board of Directors Meeting