

**CITY OF CHELSEA  
DOWNTOWN DEVELOPMENT AUTHORITY  
BOARD OF DIRECTORS MEETING  
7:30 A.M., THURSDAY, March 19, 2015**

**Present:** President Flintoft, Fairfield, Finger, Heydlauff, Martinson, Merkel, Patrias, Schwarz

**Absent:** Holman, Lindauer, Sanville

**Others Present:** City Manager Hanifan; City Council Member Albertson; Lisa Allmendinger ChelseaUpdate.com, Bob Pierce Chelsea Chamber of Commerce, Dana Beehr The Sun Times, Greg Raye

1. President Flintoft opened the meeting at 7:30 a.m., and noted a quorum was present
  - Jennifer Fairfield was introduced and welcomed as a new DDA Board Member; her oath is pending, non-voting status for this meeting.
2. Public hearings on matters under consideration – none
3. Public Comment
  - Greg Raye asked about the status of the Longworth Alley Project (see Hanifan report).
4. Approval of the consent agenda – none
5. **Motion by Merkel second by Schwarz to approve the regular agenda. Motion carried.**
6. **Motion by Merkel second by Heydlauff to approve the amended minutes of the February 19, 2015 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 noted the 2015-2016 DDA Budget to be adopted at the April DDA Board Meeting; more discussion is planned at the April 2<sup>nd</sup> DDA Work Session (non-voting meeting).
  - Hanifan asked DDA Members to mark their calendars for some upcoming dates: March 30<sup>th</sup> at 6:00 p.m. City Economic Development, presentation by Michigan Municipal League; March 31, 2015 Parks Plan Open House 6:00 – 8:00 p.m.; April 13<sup>th</sup> 6:00 p.m. Robert Gibbs Presentation on recent Downtown Trends; Saturday, April 18<sup>th</sup> Economic Development Training & Workshop (9:00 a.m. to 3:00 p.m.).
  - The Longworth/Middle Street Alley Project is expected to resume as soon as the frost is lifted, probably mid-April.
11. **Unfinished Business**
  - Marketing of the Mack Building
12. **New Business**
  - April 2<sup>nd</sup> will be a DDA Work Session reviewing projects & budget.
  - DDA Member and City Manager to walk through downtown district and compile a list of

repairs and maintenance needed in the spring 2015.

**13. Announcements**

- Bob Pierce extended a welcome to Jennifer Fairfield, and made several announcements regarding Chamber Events; successful fundraiser at the Bowling Center last weekend, Business After Hours on March 26<sup>th</sup> is at Silver Maples (5:00 – 7:00 p.m.); received a 2015 Community Tourism Action Grant – will be working on historic plaques and walking tours of downtown.
- Bob further reported on meetings with the Farmer’s Markets, up to 42 vendors signed up for 2015. Wednesday (2-6) & Saturday (AM) markets will be located on the lot across from the police station. Markets start the 1<sup>st</sup> Saturday in May and run through the last Saturday in October. The committee will be meeting with Chelsea Police Chief to review pedestrian safety during the markets.
- The Big 400 Maple Sugar Festival is this weekend; many businesses are participating with Maple themed food and ale selections. This group will have its 501(c)6 status this week.

**14. Adjournment – Motion by Merkel, 2<sup>nd</sup> by Finger to adjourn the meeting at 7:50 a.m.  
Motion carried.**

Minutes respectfully submitted,

Kathy Dunn Finger, Secretary

Minutes approved at the April 16, 2015 DDA Board of Directors Meeting