

**CITY OF CHELSEA
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS MEETING
7:30 A.M., THURSDAY, April 16, 2015**

Present: President Flintoft, Fairfield, Finger, Heydlauff, Lindauer, Martinson, Merkel, Patrias, Sanville

Absent: Holman, Schwarz

Others Present: City Manager Hanifan; City Council Members Albertson & Pacheco; Lisa Allmendinger ChelseaUpdate.com, Bob Pierce Chelsea Chamber of Commerce, Dana Beehr The Sun Times, Mary Randolph

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
 - Mary Randolf announced the 17th Annual Garden Club Plant Sale Saturday, May 9th at the Fairgrounds.
 - Beth announced the Chelsea Farmer’s markets start May 2, 2015 (Wednesday 2-6 and Saturday 8-12).
4. Approval of the consent agenda – none
5. **Motion by Lindauer second by Sanville to approve the regular agenda. Motion carried.**
6. **Motion by Merkel second by Heyddlauff to approve the amended minutes of the March 16, 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 handed out the most recent version of the 2015-2016 DDA Budget to be adopted; proposed discretionary funds were modified from \$40K to \$30K based on income update. **MOTION by Lindauer was made to adopt/approve the 2015-2016 DDA Budget, 2nd by Sanville. Motion unanimously carried.**
 - Economic Development – Placemaking Workshop is scheduled for April 18th (9-3).
 - The Longworth/Middle Street Alley Project is expected to be completed by mid-May, doing overhead electrical work now.
 - Hanifan to report on status of Bond Projects at the May DDA meeting; Railroad fence and crosswalks were approved for balance of available funds.
11. **Unfinished Business**
 - Marketing of the Mack Building
 - Reviewed downtown district maintenance, will obtain a quote and see about replacement/repainting of light poles.
12. **New Business**

- The May 7th Work Session is cancelled.

13. Announcements

- Bob Pierce announced that the Chamber will coordinate (3) new historic plaques to be installed by November (2nd for Vogel's & Fosters building, Ballaugh Building (S.Jacobs), and the McKune Building).
- Self-guided tour map with 20-21 stops should be ready by mid-summer.
- Billboards are up and running, working on website and directory updates.

**14. Adjournment – Motion by Lindauer, 2nd by Merkel to adjourn the meeting at 7:58 a.m.
Motion carried.**

Minutes respectfully submitted,
Kathy Dunn Finger, Secretary
Minutes approved at the May 21, 2015 DDA Board Meeting