

**CITY OF CHELSEA
DOWNTOWN DEVELOPMENT AUTHORITY
BOARD OF DIRECTORS
MEETING 7:30 A.M., THURSDAY,
July 28, 2016**

Present: Executive Director & City Staff Liaison Hanifan, Fairfield, Lindauer, Livengood, Merkel, Patrias, Sanville

Absent: Finger, Heydlauff, Schwarz, Weiser

Others Present: City Council Member Albertson, Lisa Allmendinger
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1. Executive Director John Hanifan opened the meeting at 7:30 a.m. noting a quorum was present.
2. Public hearings on matters under consideration – none
3. Approval of the consent agenda – none
4. Public Comment - none
5. **Motion by Lindauer second by Sanville to approve the regular agenda. All Ayes.**
6. **Motion by Fairfield second by Patrias to approve the minutes of the June 16, 2016 Board of Directors meeting. All Ayes.**
7. Submission of bills – no bills submitted
8. Communications to the Board – none
9. **Reports from Officers and City Manager**
 - **Motion by Lindauer Second by Sanville to approve Hager Consulting as the Certified Grant Administrator for the Longworth Project. All Ayes**
 - Development Purchase Agreement – Developer and Staff are working through the agreement language. City, the developer, and MEDC are having a conference call meeting on July 29th to continue working on the grant application and project.
 - Hanifan asked for a work session for Thursday, August 11 at 7:30am to discuss Palmer Lot project.
10. **New Business**

General discussion of projects happening in and around town.
11. **Unfinished Business**

General discussion. Staff will bring a CIP or capital improvements draft plan for Board to review at the August DDA meeting (Project list, TIFF capture funds come in September).
12. Motion by Lindauer second by Patrias to Adjourn. All Ayes. Meeting adjourned at 7:50am

Minutes respectfully submitted,
Kathy Dunn Finger, Secretary
Minutes approved 8/18/16