

**DELHI CHARTER TOWNSHIP
MEETING
DOWNTOWN DEVELOPMENT AUTHORITY
OCTOBER 27, 2009**

REGULAR

The Delhi Charter Township Downtown Development Authority met in a regular meeting on Tuesday, October 27, 2009 in the Multipurpose Room of the Community Services Center, 2074 Aurelius Rd., Holt, Michigan. Vice-chairperson Jane Olney called the meeting to order at 7:00 pm. The Pledge of Allegiance was recited.

MEMBERS PRESENT: Cosgrove, Goodrich, Leighton, Miller, Olney, Warfield

MEMBERS ABSENT: Brighton, Haas

OTHERS PRESENT: Al McFadyen, DDA Director, Helen Harrison, DDA Secretary
Sandra Diorka, Delhi Township Public Service Director

PUBLIC COMMENT: There was no public comment.

SET/ADJUST AGENDA: There were no additions or revisions to the agenda.

APPROVAL OF MINUTES

Goodrich moved, Cosgrove supported, to approve the September 22, 2009 regular meeting minutes.

MOTION CARRIED

PRESENTATION

1. Robert Ford, Landscape Architects & Planners, Concepts for Beautification of Cedar Round-A-Bout

Mr. Ford previewed two different landscaping concepts for the round-about. Sandra Diorka, Public Services Director, commented that berming the area would keep traffic off of the center. It was the consensus of the DDA board that this matter be referred to the Executive Committee.

PUBLIC HEARING -FISCAL YEAR 2010 BUDGET

Leighton moved, Miller supported, to open the Public Hearing for the Fiscal Year 2010 Delhi Charter Township Downtown Development Authority budget.

A Voice Poll Vote was recorded as All Ayes

MOTION CARRIED

There was no public comment.

Warfield moved, Goodrich supported, to close the Public Hearing for the Fiscal Year 2010 Delhi Charter Township Downtown Development Authority budget.

A Voice Poll vote was recorded as All Ayes

MOTION CARRIED

BUSINESS

2. Approve Fiscal Year 2010 Downtown Development Authority Budget

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Cosgrove moved, Leighton supported, to approve the Fiscal year 2010 Delhi Charter Township Downtown Development Authority Budget and submit it to the Township Board of Trustees for Public Hearing and Adoption.

A Roll Call Vote was recorded as follows:

Ayes: Cosgrove, Goodrich, Leighton, Miller, Olney, Warfield

MOTION CARRIED

3. Approve Change Order #3 for CSC Overflow Parking Lot and Rain garden

Mr. McFadyen reviewed his memorandum which increases the township share of the contract with Mike & Son and reduces the DDA's portion. The rain garden will be completed under a separate contract in 2010. Mr. Goodrich stated the end result is the parking lot is very satisfactory.

Cosgrove moved, Goodrich supported, that the Board of Directors of the Delhi Charter Township Downtown Development Authority approves Change Order #3 dated September 8, 2009 with Mike and Son Asphalt, Inc. as presented.

A Roll Call Vote was recorded as follows:

Ayes: Goodrich, Haas, Leighton, Miller, Olney, Warfield, Cosgrove

Nay: Brighton

MOTION CARRIED

4. Approve Year 2010 DDA Board meeting dates

Goodrich moved, Cosgrove supported, to approve the schedule of 2010 meeting

dates for the Delhi Township Downtown Development Authority. The dates will be posted as required.

A Voice Poll Vote was recorded as All Ayes

MOTION CARRIED

REPORTS

Executive Director

Mr. McFadyen reviewed his monthly report. Next month DLZ will present to the board a design concept for landscaping on Keller in the public right-of-way adjoining Save-A-Lot. The Cook & Thorburn drain improvements will be implemented by the Drain Commissioner's office over the next year and raising the grade of the former Nyeholt and Gibbons parcels. The Glatting-Jackson planning charettes meetings for the public will be December 1 and 3. The DDA Board is invited to attend a presentation by LEAP to the Township Board on Wednesday, November 4 at 7:00 p.m.

Farmers Market

Mrs. Warfield said the farmers' market board will be discussing long range planning for the market.

Marketing Committee

Mr. Leighton commented that the Business Expo at Holt High School was very successful. 61 businesses participated and they all enjoyed networking with each other. The new and improved DDA website is up and running; and will be easier to maintain. Most of the holiday co-op ad spots

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are sold. The Marketing committee is going to start a video archive of DDA events and projects.

Planning Commission

Mrs. Warfield said the Planning Commission was reviewing text changes for wind energy devices. Some questions were raised on a dimmer switch on the new LED sign at the Holt/Aurelius corner.

Supervisor

Supervisor Goodrich stated the Township Board was working on 2010 budget decisions.

Treasurer

Mrs. Cosgrove stated that cash and investments on hand as of September 30, 2009 was \$2,720,673.

Members

Supervisor Goodrich commented that the Cedar Heights neighborhood improvements look great.

PUBLIC COMMENT – There were no additional public comments.

ADJOURNMENT

The meeting was adjourned at 8:05 p.m.

DiAnne Warfield, Secretary

Hh/10/27/09dda-boardmeetingminutes