

The Downtown Development Authority met Tuesday, May 24, 2011 in a regular meeting in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Chairman Haas called the meeting to order at 6:57 p.m. The Pledge of Allegiance was recited.

MEMBERS PRESENT: Howard Brighton, Bob Fillion, Stuart Goodrich, Howard Haas, David Leighton, Nanette, Miller, Jane Olney, DiAnne Warfield

MEMBERS ABSENT: Kim Cosgrove

OTHERS PRESENT: Al McFadyen-DDA Director; Helen Harrison-Recording Secretary

PUBLIC COMMENT

There was no public comment.

SET/ADJUST AGENDA

There were no adjustments to the agenda.

APPROVAL OF MINUTES

Leighton moved, Miller supported, to approve the meeting minutes of March 22, 2011.

A Voice Poll Vote was recorded as All Ayes

MOTION CARRIED

BUSINESS

1. Authorize DDA Portion of Cost Sharing for Cedar Street Resurfacing Project

Mr. McFadyen reviewed his memo to the board regarding the Cedar Street resurfacing project and the cost sharing of the project between the Road Commission, Township, and DDA.

Leighton moved, Miller supported, that the Board of Directors of the Delhi Charter Township Downtown Development Authority authorize the expenditure of up to \$32,875 from the DDA's 2011 Infrastructure budget as a contribution for the local share of the Cedar Street resurfacing project. The cost will be allocated from account #248-731.00-969.000 Street Improvements.

A Roll Call Vote was recorded as follows:

Ayes: Brighton, Fillion, Goodrich, Haas, Leighton, Miller, Olney, Warfield

Absent: Cosgrove

MOTION CARRIED

2. Award of Contract for Resurfacing of Farmers Market Parking Lot

Olney moved, Leighton supported, that the Board of Directors of the Delhi Charter Township Downtown Development Authority award the contract for resurfacing and resealing of the parking lots at the Farmers Market to Hayhoe Asphalt Paving in accordance with the Hayhoe proposal dated April 21, 2001. The \$14,350 cost of this work will be charged to the DDA's 2011 Capital Outlay budget.

The board members discussed the three bids, each of which had different square footage amounts and different depths of new asphalt applications. It was the consensus of the board that Mr. McFadyen send a prepared standard specification to each of the three vendors for bid and submit again to the Board as a comparison spreadsheet.

Leighton moved, Miller supported, to table the award of contract for resurfacing of the Farmers Market parking lot to the June 28, 2011 DDA board meeting.

A Voice Poll Vote as recorded as All Ayes

MOTION CARRIED

3. Approve Allocation for Holt Community Arts Council Music in the Garden series

Mr. McFadyen reviewed his memo and the arts council proposal for the 2011 Music in the Garden series. Mrs. Miller asked if the Arts Council does fund-raising and Mrs. Olney said that they do and had also received some grant money in 2010. Mrs. Harrison stated that in 2010 the Arts Council did not use the entire amount that was approved by the DDA board (\$10,000).

Warfield moved, Goodrich supported, that the Board of Directors of the Delhi Township Downtown Development Authority allocate \$10,000 from the DDA's 2011 Marketing & Advertising budget to the Holt Community Arts Council in order to support the Arts Council's 2011 Music in the Garden Concert Series in accordance with their proposal and budget for the concert series.

A Roll Call Vote was recorded as follows:

Ayes: Fillion, Goodrich, Haas, Leighton, Miller, Olney, Warfield, Brighton

Absent: Cosgrove

MOTION CARRIED

REPORTS

Executive Director

Mr. McFadyen reported that plans are being prepared by the Spicer Group to restore the former Nyeholt property. This includes an attractive landscaping area and a 10 foot wide gravel path for an extension southward of the non-motorized trail. We have asked Spicer to obtain price quotations to complete the trail in asphalt in hopes of receiving a favorable bid. Additional hydraulics are required for the north trail connector project as the MDOT review has asked for modeling effects of the board walk on water levels beneath the bridge during flooding events. The Farmers Market opened on May 14 with a large crowd in attendance enjoying a wide range of food and several craft booths. The 2011 Delhi Business Expo date is October 26, 2011. Additional details will be forthcoming.

Marketing Committee

Mr. Leighton reported the committee's last met on April 21. An incubator for food preparation is being planned in Delhi. The Township's ESRI-GIS has been recognized for a national award.

Planning Commission

Mrs. Warfield stated the Planning Commission is working on some text changes to the wireless communications tower ordinance. A SUP has been forwarded to the Township Board to allow some apartments (rather than condos) in the Aspen Lakes development.

Supervisor

Supervisor Goodrich reported that the Ingham County Road Commission will soon be resurfacing Pine Tree Road in the Dell Road vicinity. The last two Township Board meetings have been lengthy due to the weapons ordinance and sludge dryer bonding with much public comment for both.

Treasurer

In the absence of the Treasurer, there was no report.

Members

There were no additional comments.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

The meeting was adjourned at 7:38 p.m.

DiAnne L. Warfield, Secretary

signed June 28, 2011

hh/5-24-11boardmeetingminutes