

The Downtown Development Authority Board met in a regular meeting on Tuesday, November 25, 2008, in the Multipurpose Room at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Chairman Howard Haas called the meeting to order at 7:02 p.m. The Pledge of Allegiance was recited.

MEMBERS PRESENT: Brighton, Goodrich, Haas, Leighton, Olney, Warfield

MEMBERS ABSENT: Cosgrove, Miller

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

APPROVAL OF MINUTES

Olney moved, Warfield supported, to approve the meeting minutes of October 28, 2008.

A Voice Poll Vote was recorded as All Ayes

MOTION CARRIED

SET/ADJUST AGENDA - There were no adjustments to the agenda.

PUBLIC COMMENT - There was no public comment.

PRESENTATION

Kellie Dean, LEAP, and Jim Smiertka, Prima Civitas Foundation

They gave background on LEAP and the MSU banner imitative and the future direction of the program. They explained the criteria for placement along Michigan Avenue between the state capitol and East Lansing.

BUSINESS

1. Approve Change Order #2, Holt/Aurelius Plaza Corner Project

Olney moved, Goodrich supported, that the Delhi Charter Township Downtown Development Authority Board of Directors approved Change Order #2 for the Holt/Aurelius corner Plaza project increasing the total contract cost in the amount of \$19,146.11.

A Roll Call Vote was recorded as follows:

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

Absent: Cosgrove, Miller

MOTION CARRIED

2. Discuss Holt/Aurelius Plaza Ornamental Metal Trellis matter

Mr. McFadyen reviewed his memo regarding this issue. The metal trellises have noticeable surface imperfections which are not structural in nature. They have not been paid for by the DDA. Discussion will continue with the consultant and contractor to resolve this matter.

3. Approve Change Order #1, Mike & Son, CSC Overflow Parking Lot

Mr. McFadyen gave an overview of the change order which is additional enhancements the Township has requested. It does change the portion of \$30,000 previously approved by the DDA Board. The motion will just formally authorize execution of the change order. The DDA's contract is for the overflow lot alone.

Leighton moved, Warfield supported, that the Delhi Charter Township Downtown Development Authority Board of Directors approve Change Order #1 with Mike and Son Asphalt for the CSC Overflow Parking Lot Project. This change order increases the contract amount by \$127,395.80 with the DDA participating in \$30,000 of this cost and Delhi Charter Township paying the remainder in accordance with the motion adopted by the DDA Board of Directors at its October 2008 meeting.

A Roll Call Vote was recorded as follows:

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

Absent: Cosgrove, Miller

MOTION CARRIED

4. Approve Purchase of American Legion property, 4294 Veterans Drive, Holt, Michigan

Mr. McFadyen reviewed his memo regarding this potential property purchase. The American Legion is planning to purchase the building located at 1785 Cedar.

Warfield moved, Goodrich supported, that the Delhi Charter Township Downtown Development Authority Board of Directors authorize the purchase of the property identified as 4294 Veterans Drive from American Legion Buck-Reasoner Holt Post 238 for \$130,000 and in accordance with the offer to sell from the American Legion dated November 20, 2008. The sale of this property will be subject to an acceptable environmental site assessment and review and approval by the DDA's attorney of the marketability of title. The cost of the acquisition of this parcel will be charged to the appropriate DDA Capital Outlay Budget.

A Roll Call Vote was recorded as:

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

Absent: Cosgrove, Miller

MOTION CARRIED

5. Approve 2009 DDA Board meeting Date Schedule

Olney moved, Leighton supported, to approve the schedule of the Delhi Charter Township Downtown Development Authority Board meeting dates for 2009. The dates will be posted as required.

A Voice Poll Vote was recorded as All Ayes

MOTION CARRIED

REPORTS

Executive Director

Mr. McFadyen commented on the Prairie Hills development on the old Décor Block property on Willoughby Road. It will require Brownfield assistance. The Chamber of Commerce dinner is Wednesday, February 11, with guest speaker Greg Gumbel. Contact the DDA office if you are planning to attend, a table of eight will be reserved.

Marketing Committee

Mrs. Olney reported the fall edition of Our Town has been delivered. The committee is discussing the improvements to the DDA website.

Planning Commission

Mrs. Warfield reported the amended SUP for Aspen Lakes has been approved.

Supervisor

Supervisor Goodrich stated many volunteers assisted in adding a Holt Food Bank envelope to the Our Town edition. The Aspen Lakes amended SUP was approved allowing condos to be occupied as rental units, after 10 years they revert to regular condos. The 2009 revenue figures do not look good budget wise. A millage may be necessary for fire, police and Parks. Derek Bajema is the new trustee elected to the Township Board.

Treasurer

There was no Treasurer's report in the absence of Mrs. Cosgrove.

Members

There were no additional comments.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

The meeting was adjourned at 8:13 p.m.

DiAnne Warfield, Secretary

January 27, 2009