

The Delhi Charter Township Downtown Development Authority met on Tuesday, September 22, 2009 in a regular meeting in the Multipurpose Room of the Community Services Center, 2074 Aurelius Rd., Holt, Michigan. Chairman Haas called the meeting to order at 6:58 pm. The Pledge of Allegiance was recited.

MEMBERS PRESENT: Brighton, Cosgrove, Goodrich, Haas, Leighton, Miller, Olney, Warfield
OTHERS PRESENT: Al McFadyen, DDA Director, Helen Harrison, DDA Secretary, Sherri Powers, DDA Intern

PUBLIC COMMENT: There was no public comment.

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

APPROVAL OF MINUTES

Stuart Goodrich moved, supported by Jane Olney, to approve the minutes of the August 25, 2009 regular DDA meeting.

MOTION CARRIED

BUSINESS

1. Award of Contract for Cedar Street Sidewalk Extension

Mr. McFadyen reviewed his memo and recommendation for the award of the contract to complete the sidewalk extension on Cedar north of Dallas.

Cosgrove moved, supported by Olney, that the Board of Directors of the Delhi Charter Township Downtown Development Authority award the contract for the construction of 700 feet of sidewalk along the east side of Cedar Street from Dallas northward to Able Concrete, Inc. of Lansing at their low bid of \$26,588.25 and Authorize the DDA's Executive Director to enter into a contract with Able Concrete, Inc. for this work. The cost of this project will be charged to the DDA's Fiscal Year 2009 Infrastructure budget.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

2. Approve Property Exchange between the DDA and the Trustee of the Goff Estate

Mr. McFadyen reviewed his memo regarding the property exchange.

Leighton moved, supported by Cosgrove, that the Board of Directors of the Delhi Charter Township Downtown Development Authority approve the acquisition by the DDA from the Citizens Bank Wealth Management, N.A. (successor Trustee of the Dorset J. Goff Revocable Trust) of the land described as parcel 1 on the survey dated August 24, 2009 by Wolverine Engineers and Surveyors for one dollar. It is also moved that the DDA grant in exchange for one dollar a 30 foot easement to Citizens Bank Wealth Management N.A. (successor Trustee

of the Dorset J. Goff Revocable Trust) for the purpose of constructing and maintaining a driveway as described in this same survey.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

3. Approve Glatting-Jackson Proposal

Mr. McFadyen reviewed his memorandum which provided background information on the proposal from Glatting-Jackson to gather public comment and prepare information on the potential to convert Cedar Street from four to three lanes between Holt and Aurelius. Board members discussed positives and negatives of changing Cedar Street. The Ingham County Road Commission still makes the final decision on the lane structure.

Olney moved, Warfield supported, that the Board of Directors of the Delhi Charter Township Downtown Development Authority approve the Glatting-Jackson Kercher Anglin proposal dated August 12, 2009 for the completion of a project visioning engagement in connection with the potential conversion of Cedar Street from four to three lanes from Holt to Aurelius. The scope of services is to be completed for a fee of \$28,400 and will be charged to the DDA's Fiscal Year 2009 Infrastructure budget.

A Roll Call Vote was recorded as follows:

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

Nay: Brighton

MOTION CARRIED

4. Purchase of 2040 Cedar Street, Holt

Mr. McFadyen commented on the structure of the purchase. With the inclusion of this parcel, the DDA will own almost 2 acres of property on the east side of Cedar Street north of Veterans Drive.

Warfield moved, Miller supported, that the Board of Directors of the Delhi Charter Township Downtown Development Authority approve the purchase agreement with David and Linda Rothermel for the sale of the property located at 2040 Cedar to the DDA for \$275,000. It is further moved that the Executive Director of the DDA is authorized to execute the Purchase Agreement along with the land contract and lease referenced in the purchase agreement as Exhibits B and C.

A Roll Call Vote was recorded as follows:

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

MOTION CARRIED

5. Set 2010 DDA Budget to Public Hearing

Cosgrove moved, Goodrich supported, to set the Public Hearing for the 2010 DDA Budget at the October 27, 2009 DDA Board meeting.

A Voice Poll Vote was recorded as All Ayes

MOTION CARRIED

REPORTS

Executive Director

Mr. McFadyen briefly reviewed his monthly report with the Board. WSYM Fox 47 will be awarded the 2009 Holiday Coop campaign. The rain garden at the overflow parking lot will be completed in 2010. The DDA will have a booth at the Business Expo on October 21, at Holt High School and he asked that board members please come and visit the Expo.

Farmers Market

Mrs. Warfield said the farmers market will have a booth at the Expo. The Farmers Market Board is working on strategic planning.

Marketing Committee

Mr. Leighton commented the new and improved DDA website will be up and running in October.

Planning Commission

Mrs. Warfield stated the Planning Commission was reviewing text changes to provide for LED sign standards.

Supervisor

Supervisor Goodrich stated all departments had met with the Township Board in regard to budget planning. \$400,000 has to be cut due to reduced state revenue sharing with a strong possibility of a request to voters for a police and fire millage in 2010. At the request of Chairman Haas, Supervisor Goodrich will try to obtain a more thorough report from the Sheriff's office on staffing and their hours at the Delhi division.

Treasurer

Mrs. Cosgrove stated that cash and investments on hand as of August 31, 2009 was \$2,159,654.

Members

Mrs. Olney suggested to other DDA board members that it would be beneficial to write letter to Congressman Mike Rogers asking for his support on the Tiger Grant for Cedar Street. Mr. Leighton stated that the DDA Marketing Committee might be able to provide assistance to help with future township millage requests.

PUBLIC COMMENT

Steve Albert addressed the board. He felt the conversion of Cedar Street from four lanes to three would be a detriment to the Holt business area.

ADJOURNMENT

The meeting was adjourned at 8:12 p.m.

DiAnne Warfield, Secretary

Hh/9/22-09dda-boardmeetingminutes