

**DELHI CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY BOARD
MINUTES OF REGULAR MEETING HELD ON APRIL 26, 2016**

The Downtown Development Authority met Tuesday, April 26, 2016 in a regular meeting at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Chairperson Leighton called the meeting to order at 7:04 p.m. The Pledge of Allegiance was recited.

MEMBERS PRESENT: Harry Ammon, Kim Cosgrove, C.J. Davis, David Leighton, Tonia Olson

MEMBERS ABSENT: Tim Fauser, Brian Houser, Steven L. Marvin, Nanette Miller

OTHERS PRESENT: C. Howard Haas, DDA Executive Director; Lori Underhill, Secretary

PUBLIC COMMENT: Chairperson Leighton welcomed Harry Ammon to the DDA Board.

SET/ADJUST AGENDA

There were no adjustments to the agenda.

APPROVAL OF MINUTES

Olson moved, Cosgrove supported, to approve the regular meeting minutes of February 16, 2016.

A Voice Poll Vote was recorded as follows: All Ayes

Absent: Fauser, Houser, Marvin, Miller

MOTION CARRIED

BUSINESS

APPROVE TAX SHARING AGREEMENT WITH INGHAM COUNTY

Executive Director Haas reviewed his memorandum dated April 18, 2016 and highlighted the changes from the existing 2004 agreement. Mrs. Cosgrove asked about the status of the tax sharing agreements with the other taxing jurisdictions. Mr. Haas responded that to date, only Delhi Township and Ingham County have signed the new agreements.

Ammon moved, Olson supported, to approve the Tax Sharing Agreement between the Delhi Charter Township Downtown Development Authority and Ingham County.

A Roll Call Vote was recorded as:

Ayes: Ammon, Cosgrove, Davis, Leighton, Olson

Absent: Fauser, Houser, Marvin, Miller

MOTION CARRIED

SUBJECT TO APPROVAL

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**APPROVE SALE AND ESCROW AGREEMENT FOR PROPERTY LOCATED AT 4184
WILLOUGHBY ROAD**

Executive Director Haas highlighted the purpose of the DDA: to clean up blighted properties and return them to the Tax Roll. Willoughby Estates, LLC has proposed a Plan Unit Development (PUD) for 4184 Willoughby and two adjacent parcels. The site is heavily contaminated and will require significant clean up before it is habitable. Planning Commission representative Tonia Olson explained the zoning of the site (Multiple Family) and that a PUD gives the developer and the Township more room to work on enhancements to the development, offering a more collaborative approach. Multi Family zoning allows 6 dwellings per acre, or 240 units.

Ammon moved, Davis supported to approve the sale and Escrow Agreement among the Delhi Charter Township Downtown Development Authority, Willoughby Estates, LLC, and Transnation Title Company.

A Roll Call Vote was recorded as:

Ayes: Ammon, Cosgrove, Davis, Leighton, Olson

Absent: Fauser, Houser, Marvin, Miller

MOTION CARRIED

APPROVE SALE OF PROPERTY TO GREEN HARBOR PROPERTY, LLC

Mr. Haas reviewed his memorandum dated April 18, 2016 and offered background on the China-based company. Green Harbor Property, LLC seeks to build a \$6.5 million structure on approximately 5 acres of land and operate two shifts of approximately 35 workers each. The DDA owned, Industrial zoned property at Holt Road and Holloway Drive offers the perfect location. An Industrial Development Agreement will be required. If the property is sold within 5 years, Green Harbor Property, LLC will have to pay full market value for the property. Ms. Olson asked how it came to be DDA property. Mr. Haas responded that the DDA funded all the infrastructure for the Industrial Park. The Eyde group purchased a large quantity of the Park while the DDA purchased approximately 37 acres. Since the DDA's purchase, 1 sale has transpired. The Chesapeake Group Study recommended breaking up the 37 acres into smaller parcels for sale. Mrs. Cosgrove asked if the sale would be based on the approval of the development from the Planning Commission. Mr. Haas responded in the affirmative. The Industrial Development Agreement will further state that all funds for building will be held in a U.S. bank. Mr. Leighton asked if there was any competition for the placement of the company. Mr. Haas responded that the Capital Region Airport Authority was also a potential site, but they would not agree to sell the land, only to lease it. Green Harbor Property, LLC wished to own the land.

Olson moved, Leighton supported, to approve the sale of approximately 5 acres of land located on Holloway Drive at Holt Road to Green Harbor Property, LLC.

A Roll Call Vote was recorded as:

Ayes: Ammon, Cosgrove, Davis, Leighton, Olson

Absent: Fauser, Houser, Marvin, Miller

MOTION CARRIED

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REPORTS

Executive Director

Mr. Haas reported on his meeting with DLZ regarding the Trailhead Park at Cedar Lake. He shared the preliminary designs with the Board. The project is DNR grant eligible. Mr. Haas also reported on the closing of the Adams property located at 2230 Cedar Street. Tenants will vacate at the end of their lease agreements. This site is key for a potential reconfiguration of Keller Road at Cedar Street.

Mr. Haas will meet with Township staff and Tom Traciak to discuss future bonding and the refinancing of current bonds.

Farmers Market

Lori Underhill reported that the Farmers Market will begin summer hours on May 7th. The Market will be open from 9:00 – 2:00 each Saturday.

Advertising & Marketing Committee

Mr. Leighton reported on the progress of the combined publication of Our Town, Delhi Neighbor, and the RAM Quarterly.

Planning Commission

Ms. Olson reported that the Planning Commission held a public hearing for a new building for Laux Construction on Hogsback Road. They have reviewed preliminary concept plans of Willoughby Estates. A public hearing will be held on May 9th. Following the Planning Commission's recommendation, the Township Board will act on the project. The gas station at Bishop Road and M-99 was approved and will include a Tim Horton's drive through. Construction will begin on this gas station and the one proposed for Holt and Aurelius Roads as they are owned by the same company.

Supervisor

Supervisor Davis reported that the Holt-Delhi Historical Society hosted a Delhi Supervisor's Night at the Senior Center. 5 past Township Supervisors participated in the event. Donations were received for the Veterans Project. Mr. Davis encouraged others to help facilitate this important project by making a donation. Gunn School will be used by the Historical Society for events. The decorative concrete in Veterans Memorial Gardens is undergoing repairs. The Community Services Center is getting a new roof. Delhi Township was awarded a \$10,000 Public Art Grant from Lansing Economic Area Partnership. The new installation be located in front of the Community Services Center. 2 digital speed signs were purchased and installed.

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Treasurer

Treasurer Cosgrove reported that the final audit for fiscal year 2015 is complete. The year end fund balance was approximately \$250,000 more than budgeted projections.

Members

None.

Limited Comments

J.D. Hill, 2545 Hummingbird Lane, spoke regarding Willoughby Estates. He voiced his concerns about increased traffic and the proposed three-story buildings.

Scott Ammon, 2725 Maritime Drive, spoke regarding Willoughby Estates. He voiced his concerns about the proposed three-story buildings and that all the units would be rental as opposed to owner-occupied.

Nick Johnson, 2575 Hummingbird Lane, spoke regarding Willoughby Estates. He voiced his concerns about increased traffic on Willoughby Road and at the Trail crossings.

Ms. Olson encouraged the concerned residents to attend the Planning Commission public hearing scheduled for May 9th to voice their concerns. She also cited the Chesapeake Group Study and that Willoughby Estates responds to the demand for rental housing.

Supervisor Davis thanked the public for their respectful dialog.

ADJOURNMENT

The meeting was adjourned at 7:57 p.m.

Nanette Miller, Secretary

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SUBJECT TO APPROVAL