

**DELHI CHARTER TOWNSHIP  
DOWNTOWN DEVELOPMENT AUTHORITY BOARD  
MINUTES OF REGULAR MEETING HELD ON JUNE 28, 2022**

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The Downtown Development Authority met Tuesday, June 28, 2022 in a regular meeting at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Vice Chairperson Fauser called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

**MEMBERS PRESENT:** Harry Ammon, Rick Brown, Tim Fauser, John Hayhoe, Nanette Miller, Sally Rae

**MEMBERS ABSENT:** Rita Craig, David Leighton, Steven L. Marvin

**OTHERS PRESENT:** C. Howard Haas, DDA Executive Director, Lori Underhill, DDA Deputy Director

**PUBLIC COMMENT:** None

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

**APPROVAL OF MINUTES**

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**Rae moved, Hayhoe supported, to approve the regular meeting minutes of April 26, 2022.**

A Voice Poll Vote was recorded as follows: All Ayes  
Absent: Craig, Leighton, Marvin

**MOTION CARRIED**

**INFORMATIONAL MEETING**

Pursuant to Recodified Tax Increment Financing Act 57 of 2018, an Informational Meeting was held for taxing jurisdictions. Deputy Director Underhill reviewed the report highlighting the activities during the first half of 2022. A copy of the report is included as Attachment A.

**PRESENTATION**

Karin Tebeau, Delhi Township Assistant/Deputy Treasurer introduced Mike Kloack, Meeder Investment Management. Mr. Kloack gave background on Meeder Investment Management and the services they offer municipalities. Board members asked various questions about what the DDA could expect should they decide to invest with Meeder.

**BUSINESS**

**RESOLUTION NO. 2022-002: DDA INVESTMENT POLICY**

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**Rae moved, Ammon supported to adopt Resolution No. 2022-002, a Resolution for the Investment of Surplus Funds for the DDA's Investment Portfolio.**

Mr. Haas reviewed his memorandum dated June 21, 2022. He explained that he asked counsel to amend the Investment Policy to comply with current Michigan Law and to allow the DDA to invest funds utilizing an outside investment company.

SUBJECT TO APPROVAL

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Mike Hamilton, 4541 Sycamore Street, cautioned the board about selecting companies in which to invest funds.

A Roll Call Vote was recorded as follows:

Ayes: Ammon, Brown, Fauser, Hayhoe, Miller, Rae

Absent: Craig, Leighton, Marvin

**MOTION CARRIED**

**2197 CEDAR STREET – DEMOLITION PROPOSAL FROM MCS EXCAVATING, LLC**

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**Rae moved, Miller supported, to approve the proposal from MCS Excavating, LLC for the demolition of the structures at 2197 Cedar Street in the amount of \$17,500.00.**

A Roll Call Vote was recorded as follows:

Ayes: Ammon, Brown, Fauser, Hayhoe, Miller, Rae

Absent: Craig, Leighton, Marvin

**MOTION CARRIED**

**2150 CEDAR STREET – EXTERIOR PAINTING PROPOSAL FROM RICK THE PAINTER**

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**Rae moved, Ammon supported to approve the proposal from Rick the Painter for the exterior painting of 2150 Cedar Street in the amount of \$14,400.00.**

A Roll Call Vote was recorded as follows:

Ayes: Ammon, Brown, Fauser, Hayhoe, Miller, Rae

Absent: Craig, Leighton, Marvin

**MOTION CARRIED**

**REPORTS**

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**Executive Director**

Mr. Haas reported that renovation work continues at 2176 Cedar Street. He expects an early August opening for the restaurant. The permits for the second building at Esker Square have been submitted. The DDA and Delhi Parks and Recreation plan to stock Esker Landing with fish in Cedar Lake.

**Deputy Director**

Lori Underhill reported on the Food Frenzy events held to date. Additional monthly events are scheduled through October of this year. Live music began with the June Food Frenzy. Family friendly magic shows are scheduled for the August and October events. Cruise to Holt takes place in the Farmers Market every Friday evening, weather permitting. A food truck and DJ will be on site the first Friday of the month. Music in the Garden and Moonlight Movies return to Veterans Memorial Gardens in July and August. Concerts take place each Thursday evening in July, movies on select Friday evenings in August. Hops and Bops is scheduled for August 20. The Township 2021 Audit is complete and has been presented to the Board of Trustees. The 2023 Budget Cycle begins in July utilizing new budgeting software.

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**Advertising & Marketing Committee**

Ms. Underhill reported that the committee approved an email campaign to assist Delhi Township businesses advertise job openings.

**Planning Commission**

In the absence of the Planning Commission representative, there was no report.

**Supervisor**

Supervisor John Hayhoe reported that the Holt Alliance held a ribbon cutting event for the new King Nails salon. The Township is proposing millage renewals for the Fire Department and Parks and Recreation.

**Treasurer**

Treasurer Sally Rae reported that DDA cash and investments as of May 31, 2022 total \$8,729,527. A large portion will be disbursed to local taxing jurisdictions in July.

**Members**

Rick Brown reported on the construction underway at Midway, Elliott, and Wilcox elementary schools. Granger Construction is serving as General Contractor for the bond funded projects.

**Limited Comments**

Mike Hamilton, 4541 Sycamore, asked if the home scheduled for demolition at 2197 Cedar Street was offered to the Fire Department to conduct training. Mr. Haas responded in the affirmative.

**ADJOURNMENT**

The meeting was adjourned at 7:37 p.m.

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Nanette Miller, Secretary

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SUBJECT TO APPROVAL

## **2022 Downtown Development Authority & Brownfield Redevelopment Authority Activities**

### **Informational Meeting for Taxing Jurisdictions**

#### **Pursuant to Recodified Tax Increment Financing Act 57 of 2018**

**June 28, 2022, 7:00 p.m.**

- Back to Business Program utilizing American Rescue Plan Act (ARPA) funds was completed on May 31, 2022. Digital Marketing assistance was provided to 18 local businesses, including many women and/or minority owned businesses.
- Renovation work continues on DDA owned property at 2176 Cedar Street. A summer opening for a small restaurant facility is anticipated.
- Purchase of property located at 2197 Cedar Street adds to DDA owned portfolio at the intersection of Cedar Street and North Street.
- Construction continues on Esker Square. Work includes the installation of a Vapor Mitigation System, funded partially by a Brownfield Grant from the State of Michigan Department of Environment, Great Lakes & Energy. The Esker Square project will provide the Cedar Street Corridor with 90 apartments with first floor live/work units available. The second building will be constructed concurrently with the first.
- The Holt Farmers Market has hosted several Food Frenzy events this spring and summer. Food trucks and live entertainment brought thousands of Delhi Township residents and visitors to the Cedar Street corridor. Additional events are planned for the remainder of the summer and fall.
- The online Delhi Township Business Directory was revamped on the DDA website. The new directory is more user friendly, searchable, and provides a comprehensive list of all Township businesses.
- Operation of Holt Farmers Market, one of the Township's most popular destinations – SNAP (EBT), Double Up Food Bucks, Senior and WIC Project FRESH coupons accepted.
- Quarterly Newsletter HoltNow published highlighting local businesses. Continued expansion of social media outlets (Facebook, Twitter, and Instagram) highlight Township events and local businesses.