

**DELHI CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY BOARD
MINUTES OF REGULAR MEETING HELD ON OCTOBER 25, 2022**

The Downtown Development Authority met Tuesday, October 25, 2022 in a regular meeting at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Chairperson Leighton called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

MEMBERS PRESENT: Rick Brown, Rita Craig, Tim Fauser, John Hayhoe, David Leighton, Steven L. Marvin

MEMBERS ABSENT: Harry Ammon, Nanette Miller, Sally Rae

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

Craig moved, Fauser supported, to approve the regular meeting minutes of September 27, 2022.

A Voice Poll Vote was recorded as follows: All Ayes

Absent: Ammon, Miller, Rae

MOTION CARRIED

BUSINESS

PUBLIC HEARING – FY 2023 DOWNTOWN DEVELOPMENT AUTHORITY BUDGET

Fauser moved, Marvin supported, to open the Public Hearing for the Fiscal Year 2023 Downtown Development Authority Budget.

A Voice Poll Vote was recorded as follows: All Ayes

Absent: Ammon, Miller, Rae

MOTION CARRIED

Public Hearing opened at 7:03 p.m.

There were no comments from the public.

Craig moved, Marvin supported, to close the Public Hearing for the Fiscal Year 2023 Downtown Development Authority Budget.

A Voice Poll Vote was recorded as follows: All Ayes

Absent: Ammon, Miller, Rae

MOTION CARRIED

Public Hearing closed at 7:04 p.m.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY BOARD
MINUTES OF REGULAR MEETING HELD ON OCTOBER 25, 2022**

APPROVE FISCAL YEAR 2023 DOWNTOWN DEVELOPMENT AUTHORITY BUDGET

Fauser moved, Leighton supported, to approve the Fiscal Year 2023 Delhi Charter Township Downtown Development Authority Budget and to submit it to the Township Board of Trustees for approval.

A Roll Call Vote was recorded as follows:

Ayes: Brown, Craig, Fauser, Hayhoe, Leighton, Marvin

Absent: Ammon, Miller, Rae

MOTION CARRIED

APPROVAL 2023 BOARD MEETING DATE CALENDAR

Brown moved, Hayhoe supported, to approve the Delhi Charter Township Downtown Development Authority meeting dates for 2023.

A Roll Call Vote was recorded as follows:

Ayes: Brown, Craig, Fauser, Hayhoe, Leighton, Marvin

Absent: Ammon, Miller, Rae

MOTION CARRIED

REPORTS

Executive Director

Mr. Haas reported that El Burrito Mexicano is now open at 2176 Cedar Street. The heating and cooling systems for Esker Square are not yet available, so construction work on other elements continues until delivery. The application for the permit for the second building will be sought in the next week or so. Fish will be delivered to Cedar Lake at Esker Landing and at Valhalla Park in the coming weeks. Kayak rentals will be available at Esker Landing in the spring.

Deputy Director

Lori Underhill reported that the final Food Frenzy on was held on Wednesday, October 12th. An Open House will be held on Wednesday, November 30th, immediately following the Township Christmas Tree Lighting Ceremony. Use of the Electric Vehicle charger remains steady. A determination on the fee schedule will be made now that the chargers have been in place for a full year. Holt Community Center hosted 18 meetings during the month of October.

Advertising & Marketing Committee

Mr. Leighton reported that the committee met today and discussed the article line up for the Winter issue of HoltNow. Social media continues to attract new users and receive positive feedback. The DDA website is being audited for increased accessibility for the visually impaired.

Planning Commission

Ms. Craig reported that the Planning Commission met to approve changes to local ordinances with regard to gender neutral language.

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY BOARD
MINUTES OF REGULAR MEETING HELD ON OCTOBER 25, 2022**

Supervisor

Mr Hayhoe reported that the new Tailgaters gas station is now open at the corner of Holt and College Roads. The Township Board of Trustees held 2023 budget public hearings last week and approved a balanced budget. The Planning Commission is conducting surveys to aid in the amending of the Township Master Plan. Rick Brown asked about the fountain behind Township Hall and potential repairs. He suggested a contractor that Holt Public Schools utilized for a similar problem. Mr. Leighton asked about the electronic sign at Holt High School. Mr. Brown reported that the software to operate it is obsolete. Halloween in the Park will be held on Sunday, October 30 from 2:00 – 4:00 p.m.

Treasurer

In the absence of the Treasurer, Ms. Underhill reported that the total DDA cash and investments as of September 30, 2022, totaled \$6,430,002.00.

Members

None.

Limited Comments

None.

EXECUTIVE SESSION – REVIEW OF ATTORNEY-CLIENT PRIVILEGE LETTER

Enter into Executive Session 7:30 p.m.

Brown moved, Fauser supported, to enter into Executive Session to discuss an Attorney-Client Privilege Letter.

A Roll Call Vote was recorded as follows:

Ayes: Brown, Craig, Fauser, Hayhoe, Leighton, Marvin

Absent: Ammon, Miller, Rae

MOTION CARRIED

Regular Board meeting reconvened at 7:44 p.m.

RESOLUTION NO. 2022-003: A RESOLUTION FOR THE PURCHASE OF REAL PROPERTY

Fauser moved, Craig supported, to adopt Resolution No. 2022-003, a resolution for the purchase of real property in the amount of \$355,000.00.

A Roll Call Vote was recorded as follows:

Ayes: Brown, Craig, Fauser, Hayhoe, Leighton, Marvin

Absent: Ammon, Miller, Rae

MOTION CARRIED

SUBJECT TO APPROVAL

**DELHI CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY BOARD
MINUTES OF REGULAR MEETING HELD ON OCTOBER 25, 2022**

ADJOURNMENT

The meeting was adjourned at 7:47 p.m.

Nanette Miller, Secretary

/lau

SUBJECT TO APPROVAL