

**DELHI CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY BOARD
MINUTES OF REGULAR MEETING HELD ON NOVEMBER 29, 2022**

The Downtown Development Authority met Tuesday, November 29, 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, Nanette Miller

MEMBERS ABSENT: Harry Ammon, Steven L. Marvin, 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 October 25, 2022.

A Voice Poll Vote was recorded as follows: All Ayes
Absent: Ammon, Marvin, Rae

MOTION CARRIED

INFORMATIONAL MEETING FOR TAXING JURISDICTIONS

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 second half of 2022. A copy of the report is included as Attachment A.

BUSINESS

RESOLUTION NO. 2022-004: ADOPTING FISCAL YEAR 2023 DOWNTOWN DEVELOPMENT AUTHORITY BUDGETS

Miller moved, Hayhoe supported, to adopt resolution No. 2022-004, a resolution adopting the Fiscal Year ending December 31, 2023 Delhi Charter Township Downtown Development Authority Budgets.

A Roll Call Vote was recorded as follows:
Ayes: Brown, Craig, Fauser, Hayhoe, Leighton, Miller
Absent: Ammon, Marvin, Rae

MOTION CARRIED

SUBJECT TO APPROVAL

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REPORTS

Executive Director

Mr. Haas reported that the building permit for the second Esker Square building has been issued. The developer intends to have tenants in by February 2023 if the outstanding electrical components arrive in time. Framing will begin on building two and continue throughout the winter. Fish were delivered to Cedar Lake. The DDA thanks Total Firearms for the use of their lake access to accomplish this. Delhi Parks and Recreation and the DDA will likely add more fish in the future. 2197 Cedar Street was demolished in early November. An old well and half full septic tank were discovered during demolition. Additional costs were incurred to abate these issues, along with a large tree that had been damaged by high winds.

Deputy Director

Lori Underhill reported that an Open House will be held at Holt Farmers Market on Wednesday, November 30th, immediately following the Township Christmas Tree Lighting Ceremony. A final round of 2022 budget amendments will be prepared for action by the Township Board of Trustees at their December 20, 2022 meeting. Copies of the amendments will be included in the January DDA Board meeting packet. There is no December DDA Board meeting.

Advertising & Marketing Committee

As the Committee did not meet in November, there is no report.

Planning Commission

Ms. Craig reported that the Planning Commission met to approve the site plan for Phase 3 of the Redwood Living Center. An additional 107 units will be constructed. The Planning Commission is also working on amending the Future Land Use Map.

Supervisor

Mr. Hayhoe reported the Township Tree Lighting Ceremony will take place on Wednesday, November 30th at 6:30pm in Veterans Memorial Gardens.

Treasurer

In the absence of the Treasurer, Ms. Underhill reported that the total DDA cash and investments as of October 31, 2022, totaled \$6,743,410.00.

Members

None.

Limited Comments

None.

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ADJOURNMENT

The meeting was adjourned at 7:18 p.m.

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

November 29, 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 was completed at DDA owned property located at 2176 Cedar Street. El Burrito Mexicano restaurant opened for business in late October.
- Property located at 2197 Cedar Street purchased in spring 2022 was demolished in early November to make way for future redevelopment.
- Construction continues on Building 1 at Esker Square. The Brownfield Grant from the State of Michigan Department of Environment, Great Lakes & Energy was amended to include the environmental work required for Building 2. The total grant award is now \$499,000. Construction on Building 2 is expected to commence shortly. The Esker Square project will provide the Cedar Street Corridor with 90 apartments with first floor live/work units available.
- The Holt Farmers Market hosted 7 well attended 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 family friendly events are planned for 2023.
- 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.