

**DELHI CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY BOARD
MINUTES OF REGULAR MEETING HELD ON OCTOBER 24, 2023**

The Downtown Development Authority met Tuesday, October 24, 2023, 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: Jon Breier, Rick Brown, Rita Craig, Tim Fauser, John Hayhoe, David Leighton, Sally Rae

MEMBERS ABSENT: Harry Ammon, Nanette Miller

OTHERS PRESENT: C. Howard Haas, DDA Executive Director, Lori Underhill, DDA Deputy Director, Doreen Viney, DDA Administrative Secretary

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 26, 2023.

A Voice Poll Vote was recorded as follows: All Ayes

Absent: Ammon, Miller

MOTION CARRIED

BUSINESS

PUBLIC HEARING – FY 2024 DOWNTOWN DEVELOPMENT AUTHORITY BUDGET

Rae moved, Hayhoe supported, to open the Public Hearing for the Fiscal Year 2024 Downtown Development Authority Budget.

A Voice Poll Vote was recorded as follows: All Ayes

Absent: Ammon, Miller

MOTION CARRIED

Public Hearing opened at 7:03 p.m.

There were no comments from the public.

Fauser moved, Craig supported, to close the Public Hearing for the Fiscal Year 2024 Downtown Development Authority Budget.

A Voice Poll Vote was recorded as follows: All Ayes

Absent: Ammon, Miller

MOTION CARRIED

Public Hearing closed at 7:04 p.m.

SUBJECT TO APPROVAL

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APPROVE FISCAL YEAR 2024 DOWNTOWN DEVELOPMENT AUTHORITY BUDGET

Fauser moved, Leighton supported, to approve the Fiscal Year 2024 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: Breier, Brown, Craig, Fauser, Hayhoe, Leighton, Rae

Absent: Ammon, Miller

MOTION CARRIED

APPROVAL 2024 BOARD MEETING DATE CALENDAR

Fauser moved, Hayhoe supported, to approve the Delhi Charter Township Downtown Development Authority meeting dates for 2024.

A Roll Call Vote was recorded as follows:

Ayes: Breier, Brown, Craig, Fauser, Hayhoe, Leighton, Rae

Absent: Ammon, Miller

MOTION CARRIED

REPORTS

Executive Director

Mr. Haas reported that the roof, windows, and doors were being installed for Esker Square Building 2. The building is currently over 35% pre-leased. The developer hope to be open to tenants by early spring. The former Little Caesar's property, 2221 Cedar Street, has been demolished. A high-pressure gas line and electrical line were not marked by Miss Dig prior to demolition. Mr. Haas also reported that the 2142 Cedar Street property closing was delayed because due diligence was needed for a Consumers Energy easement adjacent to the property. A Boundary Survey was ordered and received. The closing will be held the first week of November. Board Member Fauser inquired if the property had been checked for contamination, Mr. Haas confirmed it had.

Advertising & Marketing Committee

Mr. Leighton reported that the committee met today with Truscott Rossman and emphasized the importance of ensuring a continuation of services and support. Truscott Rossman recently purchased Blohm Creative Partners, our long-term vendor for these services. Web hosting, Farmer's Market activity, advertising, HoltNow, and the DDA Value Project were reviewed. Consolidation of the DDA Value piece and the Business Directory were discussed. Social media continues to attract new users and receive positive feedback.

Planning Commission

Ms. Craig reported that the Planning Commission met to approve a Special Use Permit for outdoor chemical storage for a Military Program at Pratt & Whitney that will be under 24-hour surveillance.

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Supervisor

Mr. Hayhoe reported that Halloween in the Park will be held October 29th from 2:00 - 4:00 at Veterans Memorial Gardens, hosted by Delhi Parks and Recreation along with the Lions Club. Business and clubs are invited to set up a booth to hand out candy. He stated that up to 1000 adults and 800 children are expected to participate.

Treasurer

Ms. Rae reported that the total DDA cash and investments as of September 30, 2023, totaled \$7,639,753.00.

Members

None.

Limited Comments

None.

ADJOURNMENT

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

Nanette Miller, Secretary

/dv

SUBJECT TO APPROVAL