

**DELHI CHARTER TOWNSHIP  
DOWNTOWN DEVELOPMENT AUTHORITY BOARD  
MINUTES OF REGULAR MEETING HELD ON JANUARY 28, 2025**

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The Downtown Development Authority met Tuesday, January 28, 2025 in a regular meeting at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Chairperson Leighton called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

**MEMBERS PRESENT:** Kenneth Bachman, Rita Craig, Mike Dunckel, David Leighton, Nanette Miller, Eddie Montemayor

**MEMBERS ABSENT:** Harry Ammon, Jon Breier, Tim Fauser

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

**PUBLIC COMMENT:** None

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

**APPROVAL OF MINUTES**

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**Miller moved, Craig supported, to approve the regular meeting minutes of November 26, 2024.**

A Voice Poll Vote was recorded as follows: All Ayes

Absent: Ammon, Jon Breier, Tim Fauser

**MOTION CARRIED**

**Craig moved, Leighton supported, to approve the regular Brownfield meeting minutes of November 26, 2024.**

A Voice Poll Vote was recorded as follows: All Ayes

Absent: Ammon, Jon Breier, Tim Fauser

**MOTION CARRIED**

**BUSINESS**

**NOMINATION AND ELECTION OF 2025 DDA OFFICERS**

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**Craig moved, Miller supported, to nominate the following as DDA officers for the calendar year 2025: Chairperson: David Leighton; Vice Chairperson: Tim Fauser; Secretary: Nanette Miller; Treasurer: Mike Dunckel.**

A Roll Call Vote was recorded as follows:

Ayes: Bachman, Craig, Dunckel, Leighton, Miller, Montemayor

Absent: Ammon, Breier, Fauser

**MOTION CARRIED**

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**SALLY RAE RESIGNATION / INTRODUCTION OF KENNETH BACHMAN**

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DDA Executive Director Howard Haas reviewed Sally Rae's letter of resignation. He thanked her for her eleven and a half years of service to the DDA. Mr. Haas introduced new DDA Board member Kenneth Bachman, who is a lifelong Holt resident and is employed at C & D Hughes Construction.

**RESOLUTION NO. 2025-001: SECOND AMENDMENT TO LAND CONTRACT: 2064 CEDAR**

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**Miller moved, Craig supported, to adopt resolution No. 2025-001, a resolution for the second amendment to the Land Contract for property sold to Fast Properties, LLC, located at 2064 Cedar Street in the Charter Township of Delhi, Ingham County, Michigan.**

A Roll Call Vote was recorded as follows:

Ayes: Bachman, Craig, Dunckel, Leighton, Miller, Montemayor

Absent: Ammon, Breier, Fauser

**MOTION CARRIED**

The Property at 2064 Cedar Street in 2021 to Discount Glass & Screen needed additional time to produce the balance of the Land Contract. As of 1/1/2025, a new interest rate of 6% is effective.

**LATE AGENDA**

**MIKE DUNCKEL POWERPOINT PRESENTATION**

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Mike Dunckel, Executive Director, Finance & Business, Holt Public Schools, presented a construction update for Holt Public Schools Bond Improvements.

**REPORTS**

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**Executive Director**

Mr. Haas reported that the DDA applied for a Community Enhancement Grant offered by Lansing Area Economic Partnership (LEAP). He stated they are awaiting results, and if successful, the money awarded from the grant would be put towards a proposed building next to the Farmers Market. Mr. Haas also stated that he and the Brownfield consultant are working hard on future development with new regulations. He also plans to organize a citizens group to beautify the Delhi Trails, especially along Cedar Street. Lastly, Mr. Haas met with a few parties interested in purchasing the current DDA building.

**Advertising & Marketing Committee**

David Leighton reported that the Advertising and Marketing met earlier today. Leighton states a new light has been installed in the Welcome to Holt sign on South Cedar. HoltNow and the Digital Marketing Campaign is doing well, with 894,000 impressions and 4,500 Click Through

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Rates ages 18-45, and 885,000 Impressions and 5,353 Click Through Rates ages 45-65. HoltNow is also set to publish Monthly, instead of previously being published Quarterly.

**Planning Commission**

No report.

**Supervisor**

Vacant Trustee position to be filled.

**Treasurer**

The DDA Board welcomes Mike Dunckel as the Board's newest Treasurer.

**Members**

None.

**Limited Comments**

Mike Hamilton, 4541 Sycamore expressed his concerns about the Farmers Market and its proposed expansion and the potential sale of the DDA building.

**ADJOURNMENT**

The meeting was adjourned at 6:31 p.m.

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Nanette Miller, Secretary

/CB

