

**DELHI CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY BOARD
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 30, 2025**

The Downtown Development Authority met Tuesday, September 30, 2025, in a regular meeting at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Vice-Chairperson Fauser called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

MEMBERS PRESENT: Kenneth Bachman, Jon Breier, Rita Craig, Mike Dunckel, Tim Fauser, Nanette Miller, Eddie Montemayor

MEMBERS ABSENT: Harry Ammon, David Leighton

OTHERS PRESENT: C. Howard Haas, DDA Executive Director, Cassie Butler, DDA Administrative Secretary

PUBLIC COMMENT: Pham Nguyen, 1792 Jeanne St, expressed his desire to improve cycling paths in the Downtown area.

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

APPROVAL OF MINUTES

Craig moved, Dunckel supported, to approve the regular meeting minutes of August 26, 2025.

A Voice Poll Vote was recorded as follows: All Ayes

Absent: Ammon, Leighton, Miller

MOTION CARRIED

BUSINESS

FY 2026 DDA BUDGET- SET PUBLIC HEARING FOR OCTOBER 28, 2025

Dunckel moved, Fauser supported to set a Public Hearing for the proposed Fiscal Year 2026 DDA Budget to be held during the Tuesday, October 28, 2025, Board Meeting.

Executive Director Haas summarized the 2026 DDA Budget.

A Roll Call Vote was recorded as follows:

Ayes: Bachman, Breier, Craig, Dunckel, Fauser, Montemayor

Absent : Ammon, Leighton, Miller

MOTION CARRIED

Nanette Miller entered the meeting at 6:05 pm

Approval of Proposal from Two Men and a Truck

Craig moved, Fauser supported, to approve the proposal from Two Men and a Truck in the amount of \$6,353.42 and authorize the Executive Director to execute the contract for the same.

SUBJECT TO APPROVAL

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A Roll Call Vote was recorded as follows:

Ayes: Bachman, Breier, Craig, Dunckel, Fauser, Miller, Montemayor

Absent: Ammon, Leighton,

MOTION CARRIED

Approval of Revised Proposal from Phillips Building and Remodeling Inc

Dunckel moved, Craig supported, to approve the proposal dated 9/22/2025 from Phillips Building and Remodeling Inc, in the amount of \$609,983.00.

A Roll Call Vote was recorded as follows:

Ayes: Bachman, Breier, Craig, Dunckel, Fauser, Miller, Montemayor

Absent: Ammon, Leighton,

MOTION CARRIED

REPORTS

Executive Director

Mr. Haas states the DDA is hosting the final Food Frenzy of this year on October 8, 2025. Haas says that this year's Food Frenzies were quite successful, with only two Frenzies attendance totaling less than 1,000 people. Haas reports that repairs to local restaurant El Burrito have officially been completed. Haas states the new message sign for the Township, which was approved in July by the DDA Board, has arrived and construction is to be started October 1st, 2025. Mr. Haas reports that last week a total of \$474,865.80 was reimbursed to all active Brownfield plans for quarterly taxes. Haas then states he is currently in discussion with several developers regarding Brownfield sites, including the 400 ft strip off Cedar Street. Haas reports he has met with Brownfield Representative Dave VanHaaren with plans for Elkhorn Pass, which include 148 units of rental homes, and encourages others to stay tuned for the Brownfield Meeting which immediately follows for VanHaaren's Presentation on Elkhorn Pass. Haas reports that they are continuously working on site plans for the additional annex building at the Farmers Market and will provide updates as they come. Lastly, Mr. Haas states that all solar panels have been installed, but are currently awaiting one part that was missing in initial construction. Once that part has arrived and is installed, full usage of the solar panels will take place.

Advertising & Marketing Committee

Executive Director Howard Haas has substituted for David Leighton, who was unable to attend today's Advertising and Marketing meeting.

Mr. Haas reports that at today's meeting the committee discussed October and November article topics for *HoltNow*, and states that these articles are making a significant difference for local businesses. Haas says he is pleased with the performance in online advertising, reporting 990,000 impressions in the last three months, which doubles total impressions from the previous six months.

Planning Commission

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No report.

Supervisor

Eddie Montemayor reports that the Fire Station that is currently under construction will be holding a ribbon-cutting ceremony November 13, at 11:00 am, and encourages all to come.

Treasurer

Mike Dunckel, Treasurer, reported that as of August 31, 2025, investments are totaled 3,329,385.26, earning 4.4% interest.

Members

None.

Limited Comments:

Pham Nguyen, 1792 Jeanne Street, asked if the solar panels were currently conducting any power at this time.

ADJOURNMENT

The meeting was adjourned at 6:21 p.m.

Nanette Miller, Secretary

/CB

SUBJECT TO APPROVAL