

**DELHI CHARTER TOWNSHIP  
DOWNTOWN DEVELOPMENT AUTHORITY BOARD  
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 27, 2022**

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The Downtown Development Authority met Tuesday, September 27, 2022 in a regular meeting at the Community Services Center, 2074 Aurelius Road, Holt, Michigan. Vice Chairperson Fauser called the meeting to order at 7:01 p.m. The Pledge of Allegiance was recited.

**MEMBERS PRESENT:** Rita Craig, Tim Fauser, Steven L. Marvin, Nanette Miller, Sally Rae

**MEMBERS ABSENT:** Harry Ammon, Rick Brown, John Hayhoe, David Leighton,

**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**

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**Craig moved, Marvin supported, to approve the regular meeting minutes of June 28, 2022.**

A Voice Poll Vote was recorded as follows: All Ayes

Absent: Ammon, Brown, Hayhoe, Leighton

**MOTION CARRIED**

**BUSINESS**

**FY 2023 DDA BUDGET – SET PUBLIC HEARING FOR OCTOBER 25, 2022**

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**Rae moved, Miller supported to set a Public Hearing for the proposed Fiscal Year 2023 DDA Budget to be held during the Tuesday, October 25, 2022 DDA Board Meeting**

Ms. Underhill reviewed the DDA Budget. A Public Hearing Notice will be published in the *Holt Community News* on October 9, 2022.

A Roll Call Vote was recorded as follows:

Ayes: Craig, Fauser, Marvin, Miller, Rae

Nays: None

Absent: Ammon, Brown, Hayhoe, Leighton

**MOTION CARRIED**

SUBJECT TO APPROVAL

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**REPORTS**

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**Executive Director**

Mr. Haas reported the renovation work has been completed at 2176 Cedar Street. Testing and inspections remain before opening can occur. The lease has been signed by the restaurant owner. Excavation work has begun on building 2 for Esker Square. Trade work continues on building 1. The house the DDA purchased at 2197 Cedar Street will be demolished this fall. The DDA and Delhi Parks and Recreation plan to stock Esker Landing with fish in Cedar Lake.

**Deputy Director**

Lori Underhill reported that the final Food Frenzy will take place on Wednesday, October 12, 2022 from 4:00 – 8:00 at Holt Farmers Market. Live music and a magic show will be featured. The 2023 Budget was submitted to the Board and Trustees at the Budget Workshop held on Tuesday, September 13, 2022. Revenue sharing disbursements were sent to taxing jurisdictions in mid-July. The DDA transferred \$3M from its various bank accounts to Meeder Investments in August. Following the verification of receipt of tax payments received, 2022 Brownfield reimbursements were sent for Willoughby Estates, the USA 2 Go gas station, and MSUFCU.

**Advertising & Marketing Committee**

Ms. Underhill reported that 4 businesses took advantage of the free campaign to assist Delhi Township businesses advertise job openings. Blohm Creative Partners is auditing the DDA website to determine what accommodations are necessary to make the site more accessible for the visually impaired.

**Planning Commission**

Ms. Craig reported that in association with the Master Plan Update, the Planning Commission asked Delhi Township residents to participate in a survey. A site plan was reviewed to expand the Molded Plastics building on Jarco Drive. A Special Use Permit was approved to include a resale shop in the shopping center at 2595 Cedar Street. A change of zoning was approved for a convalescent home located at the end of Norwood Avenue.

**Supervisor**

In the absence of the Supervisor, there was no report.

**Treasurer**

Treasurer Sally Rae reported that DDA cash and investments as of August 31, 2022 total \$5,766,168.

**Members**

None.

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**Limited Comments**

An MSU Journalism student asked several questions regarding the progress at Esker Square.

**ADJOURNMENT**

The meeting was adjourned at 7:29 p.m.

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Nanette Miller, Secretary

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SUBJECT TO APPROVAL