

**DELHI CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY BOARD
MINUTES OF REGULAR MEETING HELD ON OCTOBER 26, 2021**

The Downtown Development Authority met Tuesday, October 26, 2021 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, Sally Rae

MEMBERS ABSENT: Harry Ammon, Steven L. Marvin

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 September 28, 2021.

A Voice Poll Vote was recorded as follows: All Ayes

Absent: Ammon, Marvin

MOTION CARRIED

BUSINESS

PUBLIC HEARING – FY 2022 DOWNTOWN DEVELOPMENT AUTHORITY BUDGET

Miller moved, Fauser supported, to open the Public Hearing for the Fiscal Year 2022 Downtown Development Authority Budget.

A Voice Poll Vote was recorded as follows: All Ayes

Absent: Ammon, Marvin

MOTION CARRIED

Public Hearing opened at 7:02 p.m.

There were no comments from the public.

Fauser moved, Miller supported, to close the Public Hearing for the Fiscal Year 2022 Downtown Development Authority Budget.

A Voice Poll Vote was recorded as follows: All Ayes

Absent: Ammon, Marvin

MOTION CARRIED

Public Hearing closed at 7:03 p.m.

SUBJECT TO APPROVAL

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APPROVE FISCAL YEAR 2022 DOWNTOWN DEVELOPMENT AUTHORITY BUDGET

Fauser moved, Leighton supported, to approve the Fiscal Year 2022 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: Brown, Craig, Fauser, Hayhoe, Leighton, Miller, Rae

Absent: Ammon, Marvin

MOTION CARRIED

APPROVAL 2022 BOARD MEETING DATE CALENDAR

Craig moved, Miller supported, to approve the Delhi Charter Township Downtown Development Authority meeting dates for 2022.

A Roll Call Vote was recorded as follows:

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

Absent: Ammon, Marvin

MOTION CARRIED

REPORTS

Executive Director

Mr. Haas reported that the renovation work at 2176 Cedar is on hold until the Ingham County Health Department gives its approval for the interior design of the restaurant. The parking lot will hopefully be paved yet this fall. The new water service will also be installed. The work at Esker Square is focused on the installation of the Vapor Mitigation System under the Brownfield Grant. The concrete has been poured for the elevator shaft and the concrete footings are ready to be poured for the foundation. The steel will be arriving soon and the framers are ready to work as soon as it arrives.

Deputy Director

Lori Underhill reported that the Market will be hosting a Halloween themed Food Frenzy on Wednesday, October 27th from 4:00 – 8:00 p.m. The Township and the DDA held a ribbon cutting event for the Electric Vehicle Charging Stations on September 29, 2021. The Chargers are getting a lot of use. Ms. Underhill gave an update on the Township/DDA Back to Business program.

Advertising & Marketing Committee

Mr. Leighton reported that the committee met today and looked at a preview of the new online business directory and the new Holt Now website, both of which will be going live this fall. The Holt Now social media continues to attract new users and receive positive feedback.

Planning Commission

Ms. Craig reported that the Planning Commission has not met since the last DDA meeting.

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Supervisor

There was no report.

Treasurer

Ms. Rae reported that the total DDA cash and investments as of September 30, 2021 were \$5,633,002.00.

Members

None.

Limited Comments

None.

EXECUTIVE SESSION – REVIEW OF ATTORNEY-CLIENT PRIVILEGE LETTER

Enter into Executive Session 7:17 p.m.

Fauser moved, Rae supported, to enter into Executive Session to discuss an Attorney-Client Privilege Letter.

A Roll Call Vote was recorded as follows:

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

Absent: Ammon, Marvin

MOTION CARRIED

Regular Board meeting reconvened at 7:58 p.m.

ADJOURNMENT

The meeting was adjourned at 8:00 p.m.

Nanette Miller, Secretary

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SUBJECT TO APPROVAL