

**DELHI CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY BOARD
MINUTES OF REGULAR MEETING HELD ON NOVEMBER 30, 2021**

The Downtown Development Authority met Tuesday, November 30, 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

MEMBERS ABSENT: Harry Ammon, Steven L. Marvin, Sally Rae

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

Hayhoe moved, Fauser supported, to approve the regular meeting minutes of October 26, 2021.

A Voice Poll Vote was recorded as follows: All Ayes

Absent: Ammon, Marvin, Rae

MOTION CARRIED

INFORMATIONAL MEETING FOR TAXING JURISDICTIONS

Pursuant to Recodified Tax Increment Financing Act 57 of 2018, an Informational Meeting was held for taxing jurisdictions. Deputy Director Underhill reviewed the report highlighting the activities during the second half of 2021. A copy of the report is included as Attachment A.

BUSINESS

RESOLUTION NO. 2021-004: ADOPTING FISCAL YEAR 2022 DOWNTOWN DEVELOPMENT AUTHORITY BUDGETS

Fauser moved, Hayhoe supported, to adopt Resolution No. 2021-004, a resolution adopting the Fiscal Year ending December 31, 2022 Delhi Charter Township Downtown Development Authority Budgets.

A Roll Call Vote was recorded as follows:

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

Absent: Ammon, Marvin, Rae

MOTION CARRIED

REPORTS

Executive Director

SUBJECT TO APPROVAL

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Mr. Haas reported that the renovation work at 2176 Cedar is moving forward. The parking lot was paved in mid-November. New water service was also installed. He met with potential users of the DDA owned property at Cedar and Hancock. He is working with Lansing Economic Area Partnership on finding an end user for the 500 acres owned by DTN/Eyde. Esker Square is awaiting the steel delivery from California. Masons are working on the elevator shaft.

Deputy Director

Lori Underhill reported that the Market will be hosting an Open House following the Delhi Township Tree Lighting Ceremony on Wednesday, December 1. She reminded the Board that there is not a meeting in December.

Advertising & Marketing Committee

Mr. Leighton reported that the online Business Directory is being worked on before going live on the DDA website.

Planning Commission

Ms. Craig reported that the Planning Commission is working on updating the Delhi Township Master Plan. A consultant will be hired to help the Commission with the work that needs to be done.

Supervisor

Supervisor Hayhoe reported that the Tree Lighting Ceremony will be held on Wednesday, December 1, 2021 at 6:30 p.m. in Veterans Memorial Gardens.

Treasurer

Ms. Underhill reported that the total DDA cash and investments as of October 31, 2021 were \$6,286,352.

Members

None.

Limited Comments

None.

ADJOURNMENT

The meeting was adjourned at 7:19 p.m.

Nanette Miller, Secretary

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SUBJECT TO APPROVAL

2021 Downtown Development Authority & Brownfield Redevelopment Authority Activities

Informational Meeting for Taxing Jurisdictions

Pursuant to Recodified Tax Increment Financing Act 57 of 2018

November 30, 2021, 7:00 p.m.

- \$250,000 Back to Business Program utilizing American Rescue Plan Act (ARPA) funds was announced by the Delhi Township Board of Trustees and is being administered by the DDA. This digital marketing assistance program is available to any Delhi Township business that did not participate in the DDA funded program in 2020-2021. A portion of the funds have been set aside specifically for women and/or minority owned businesses.
- Renovation underway to bring a small restaurant to the DDA owned property at 2176 Cedar Street. The parking lot was paved and will provide additional Township event parking.
- 4 Electric Vehicle Charging Stations were installed at 2074 Aurelius Road. This project was funded by the DDA, grants from Consumers Energy and the State of Michigan. A ribbon cutting event was held on September 29th. The stations are part of the ChargePoint network.
- Construction began on Esker Square. Work includes the installation of a Vapor Mitigation System, funded partially by a Brownfield Grant from the State of Michigan Department of Environment, Great Lakes & Energy. The Esker Square project will provide the Cedar Street Corridor with 90 apartments with first floor live/work units available.
- The Holt Farmers Market hosted several Food Frenzy events this summer and fall. Food trucks and live entertainment brought thousands of Delhi Township residents and visitors to the Cedar Street corridor.
- The roof on the Farmers Market was replaced this fall.
- The online Delhi Township Business Directory is being revamped on the DDA website. The new directory will be more user friendly, searchable, and provide a comprehensive list of all Township businesses.
- Operation of Holt Farmers Market, one of the Township's most popular destinations – SNAP (EBT), Double Up Food Bucks, Senior and WIC Project FRESH coupons accepted.
- Quarterly Newsletter focusing on Delhi Township businesses has been recently redesigned and rebranded. This new publication is called *Holt NOW*.