

**DELHI CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY BOARD
MINUTES OF REGULAR MEETING HELD ON SEPTEMBER 29, 2020**

The Downtown Development Authority, pursuant to the Governor's Executive Order to "Stay Home, Stay Safe" and Executive Order 2020-154, conducted its regular Tuesday, September 29, 2020 meeting remotely. Chairperson Leighton called the meeting to order at 7:00 p.m.

MEMBERS PRESENT: Rick Brown, Rita Craig, Tim Fauser, John Hayhoe, David Leighton, Steven L. Marvin, Nanette Miller, Sally Rae

MEMBERS ABSENT: Harry Ammon

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

Delhi Township IT Director, Tristan Knowlton, read the Protocol for Comments from the Public during Virtual Meetings to the audience.

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

APPROVAL OF MINUTES

Craig moved, Fauser supported, to approve the regular meeting minutes of August 25, 2020.

A Roll Call Vote was recorded as follows:

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

Absent: Ammon

MOTION CARRIED

BUSINESS

ESKER SQUARE UPDATE

Scott Gillespie, The Gillespie Company, gave an update on the progress of the Esker Square project. He explained how the pandemic impacted the commercial real-estate market and the costs of building materials. He is actively working with his general contractor to get the project moving.

Nanette Miller expressed her concern regarding the appearance of the property. Mr. Gillespie responded that he has hired a new contractor to keep up with the mowing and weed trimming. A fence will be put up to surround the property and new signage will be added.

Nancy Romig, 4168 Watson Avenue, commented that Township residents have endured a lot with the construction of the Cedar Street corridor. She asked if Mr. Gillespie would commit to having at least one building constructed and open to the public within two years. She also expressed her concern over the appearance of the property.

THIRD AMENDMENT TO TRANSFER/DEVELOPMENT AGREEMENT – ESKER SQUARE

Brown moved, Craig supported, to approve the Third Amendment to the Transfer/Development Agreement between Delhi Township Downtown Development Authority and 2000 Cedar, LLC.

SUBJECT TO APPROVAL

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Nanette Miller clarified that construction would begin no later than April 15, 2021, with a completion date of April 15, 2022 for the first building. Howard Haas added that the safety features (fencing) and new signage would be added to the site right away.

A Roll Call Vote was recorded as follows:

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

Absent: Ammon

MOTION CARRIED

2021 FY DDA BUDGET – SET PUBLIC HEARING FOR OCTOBER 27, 2020

Fauser moved, Miller supported, to set a Public Hearing for the proposed Fiscal Year 2021 DDA Budget to be held during the October 27, 2020 DDA Board Meeting.

A Notice of Public Hearing will be published in the *Holt Community News* on Sunday, October 11, 2020.

A Roll Call Vote was recorded as follows:

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

Absent: Ammon

MOTION CARRIED

REPORTS

Executive Director

Mr. Haas reported building renovations for the former tattoo parlor building have been slowed by material availability. The Esker Landing pavilion has been constructed and shingled. The concrete pad will be poured by the end of October. Concrete work for the DDA building has been completed. Environmental contractor will utilize cell tower access easement to gain entry to conduct testing on the contaminated retention pond on DDA property on Holloway Drive. The language for the Holt Welcome sign easement has been approved. He met with potential users for the Eyde property on Holloway Drive and the DDA owned parcel at Cedar and Hancock. Back to Business Program update: 82 businesses; 40 completed campaigns; 19 campaigns in progress; 16 non-responders. One more effort to reach non-responders will occur in October/November.

Deputy Director

Ms. Underhill reported that Facebook ads and a geofencing campaign have been very successful in bringing shoppers to the Farmers Market. The easement needed for the Electric Vehicle Charging Stations on Cedar Street has been secured. The Ingham County Road Department required some vehicle actuation for the pedestrian crossing on Cedar Street at Delhi Commerce Drive. Adjustments are being made to ensure optimal functionality.

Advertising & Marketing Committee

Mr. Leighton reported that the Back to Business Program has been very successful. We are hearing encouraging news from businesses that participated.

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Planning Commission

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

Supervisor

Township Supervisor Hayhoe reported that the MSUFCU will hold a Grand Opening event on October 6. Revenue sharing is down a bit from the State of Michigan. The Arts Council will host a Chalk the Trail event on October 2. Food distribution efforts in the Township are in full swing.

Treasurer

Ms. Rae reported the total cash and investments as of August 31, 2020 was \$5,336,783.

Members

None.

Limited Comments

None.

ADJOURNMENT

Craig moved, Fauser supported to adjourn the meeting.

A Roll Call Vote was recorded as follows:

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

Absent: Ammon

MOTION CARRIED

The meeting was adjourned at 7:32 p.m.

Nanette Miller, Secretary

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SUBJECT TO APPROVAL