

The Downtown Development Authority Board met Tuesday, March 23, 2010 in a regular meeting at the Community Service Center, 2074 Aurelius Road, Holt, Michigan. Vice-Chairperson Olney called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

MEMBERS PRESENT: Brighton, Cosgrove, Fillion, Goodrich, Leighton, Miller, Olney

MEMBERS ABSENT: Haas, Warfield

OTHERS PRESENT: Al McFadyen-DDA Director; Helen Harrison-Recording Secretary

PUBLIC COMMENT

There was no public comment.

SET/ADJUST AGENDA

There were no adjustments to the agenda.

APPROVAL OF MINUTES

Goodrich moved, Leighton supported, to approve the meeting minutes of February 23, 2010.

A Voice Poll Vote was recorded as All Ayes

MOTION CARRIED

BUSINESS

1. Approve Fiber Optic Conduit Lease Agreement with Great Lakes Comnet Inc.

Mr. McFadyen reviewed his memorandum which outlines a request from Great Lakes Comnet Inc. to use part of the conduit along Holloway Drive for their data center which will be in the former Tailor Steel location. There was discussion regarding our charge for this use (the use charge currently is \$1.00).

Miller moved, Goodrich supported, that the Board of Directors of the Delhi Charter Township Downtown Development Authority approve the Conduit Lease Agreement between the DDA and Great Lakes Comnet Inc. It is further moved that the DDA Executive Director be authorized to execute this agreement on behalf of the DDA.

A Voice Poll Vote was recorded as All Ayes

MOTION CARRIED

2. Approve Keller Road Landscaping Contract with Anderson-Fischer & Associates

Mr. McFadyen reviewed his memo the bid selection for this landscaping which will front the Dart Container building located at Keller and Depot Streets.

Goodrich moved, Brighton supported, that the Board of Directors of the Delhi Charter Township Downtown Development Authority award the contract for installation of the Keller Road landscaping to Anderson-Fischer & Associates at their low bid of \$12,212. Cost of this project will be charged to the DDA's FY 2010 Infrastructure budget.

A Roll Call Vote was recorded as follows:

Ayes: Brighton, Cosgrove, Fillion, Goodrich, Leighton, Miller, Olney

Absent: Haas, Warfield

MOTION CARRIED

REPORTS

Executive Director

Mr. McFadyen reviewed the Veterans Memorial park amphitheatre improvements. This is the preliminary work so grants to assist with funding can be applied for. The board agreed it was essential for the DDA board to be judicious with our funding of any projects and to consider the complete list of planned infrastructure projects before allocating funds to a particular project.

Mrs. Olney asked how the non-motorized trail project from Willoughby to I-96 was progressing. Mr. McFadyen said it was still being determined how to align from Willoughby/Dell north – trying to utilize Consumers or Norfolk Southern right-of-ways. The portion of the trail from I-96 north to Jolly is shovel ready and federal Transportation Enhancement dollars are applied for.

Mr. Fillion asked about the CarQuest offer for the 2419 Cedar property owned by the DDA. Mr. McFadyen said that some exterior improvement ideas are being developed for consideration by the CarQuest owners. Mr. McFadyen announced that the Senior Center has been granted Silver LEED certification.

Farmers Market

Mr. McFadyen said the Farmers Market board has elected a new chairman, Marcy Bishop and that Kris Hummel resigned from the board. Some new ideas for the 2010 season – bbq's on the evenings of Arts Council's events in Veterans Memorial Park, and promotions such as Farm Market Bucks, a coupon which can be used at different vendors in the market. Market opening date is Saturday, May 15. Thursday markets will resume in mid-July. Volunteers are needed to help out – e.g. welcoming customers to the market.

Marketing Committee

Mr. Leighton said the committee had a three hour marathon on March 1 to discuss the long and short term marketing ideas for the committee and DDA. It was very productive and an overview will be given to the DDA board to discuss at its April meeting.

Planning Commission

Mr. McFadyen stated the Commission is reviewing the Township's wetland ordinance. A site plan has been received for the construction of a convenience store at Willoughby & Aurelius.

Supervisor

The Board has been discussing a hunting ordinance. The reconstruction of McCue Road will not be completed due to the soil structure under the road which entails extensive additional costs. There was discussion regarding future Road Commission projects in Delhi Township. Millages will be requested for police and fire services later in 2010.

**DELHI CHARTER TOWNSHIP
DOWNTOWN DEVELOPMENT AUTHORITY**

**REGULAR MEETING
MARCH 23, 2010**

Treasurer

Mrs. Cosgrove stated the DDA's fund balance at year-end 2009 was \$369,829. Cash & investments on hand as of 2/28/10 is \$1,806,722.

Members

There were no additional comments.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

The meeting was adjourned at 7:56 p.m.

DiAnne Warfield, Secretary

April 27, 2010

Hh/3-23-10boardmeetingminutes