DELHI CHARTER TOWNSHIP **REGULAR MEETING**
DOWNTOWN DEVELOPMENT AUTHORITY **JUNE 22, 2010**

The Downtown Development Authority Board met Tuesday, June 22, 2010 in a regular meeting at the Community Service Center, 2074 Aurelius Road, Holt, Michigan. Chairman Haas called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

MEMBERS PRESENT: Brighton, Cosgrove (7:15 pm.) Goodrich, Haas, Leighton (7:25 pm.), Miller, Olney, Warfield
MEMBERS ABSENT: Fillion
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, Olney supported, to approve the meeting minutes of May 25, 2010.
A Voice Poll Vote was recorded as All Ayes
MOTION CARRIED

It was the consensus of the Board to commence with the business items and reports and hold off on Mr. Elsinga's presentation to later in the evening, as several DDA members are still expected.

BUSINESS

2. Approve Purchase of Additional Lamppost Banners

Mr. McFadyen reviewed his memorandum regarding the number of street light posts that had been added to the DDA district. The Marketing Committee reviewed the banner designs that are currently in use and determined which designs to include in the cost for additional banners and brackets. The Board discussed the positive aspects of having attractive community banners along the main streets and roads in Holt.

Olney moved, Goodrich supported, that the Board of Directors of the Delhi Charter Township Downtown Development Authority approve the purchase of 220 banners and 100 brackets at a cost of $29,009 from Kalamazoo Banner Works in accordance with the cost quotation obtained by Blohm Creative Partners. It is further moved that the cost of the banners and brackets will be charged to the DDA's Fiscal Year 2010 Marketing & Promotion budget.
A Roll Call Vote was recorded as follows:
Ayes: Brighton, Cosgrove, Goodrich, Haas, Miller, Olney, Warfield
Absent: Fillion, Leighton
MOTION CARRIED

3. Landscaping of Cedar Street Median – Dallas to Holbrook

Mr. McFadyen reviewed his memorandum regarding a proposal from DLZ Michigan to improve the appearance of the Cedar Street medians now that the reconstruction from Dallas to Holbrook is completed.

Warfield moved, Miller supported, that the Board of Directors of the Delhi Charter Township Downtown Development Authority approve the proposal dated June 10, 2010 from DLZ Michigan to provide landscape architecture and engineering services in connection with improvements of the Cedar Street medians from Dallas to Holbrook for a fee of $11,515. It is further moved that the cost these services will be charged to the DDA's Fiscal year 2010 Infrastructure budget.

Mrs. Cosgrove commented that she felt the board needs to review a complete list of potential DDA projects for the next few years and determine a priority status for them. The rest of the Board concurred with her statement.

Olney moved, Brighton supported, to table this proposal from DLZ Michigan until the board has reviewed the DDA's revenues for the next several years and potential projects to undertake.
A Voice Poll Vote was recorded as All Ayes
MOTION CARRIED

REPORTS

Executive Director
The first day of Thursday Farm Market will be July 8, not July 15 as previously stated in his report.

Farmers Market
Mr. McFadyen reported that there will be a bbq stand at the Market to coincide with the concerts in the park series on Thursdays.

Marketing Committee
Mr. Leighton said the committee met June 10. The committee reviewed the banners; use of the Township's GIS information; strategies for attracting more public to the Holt Business Expo and had a discussion with Mark Jenks about the use of the senior center for business seminars.

Planning Commission
The DDA Board discussed the few new housing starts; construction taking place in current developments; and how many vacancies there might be in existing neighborhoods. Mr. Elsinga stated the Township has a schedule for the construction of new sidewalks as needed.

Supervisor
Supervisor Goodrich said the Cedar Street McDonalds will be reconstructed – it will look similar to the restaurant in Mason.

Treasurer
Mrs. Cosgrove stated the DDA cash & investments total is $2,419,620. as of 5/31/10.

3. PRESENTATION

John Elsinga, Township Manager – Overview of Police & Fire Millages and Drain Assessment

Mr. Elsinga stated the Township has received the assessment roll for the Cook & Thorburn drain from the Drain Commissioner's office. The work is under way. The at large assessment for the township is $1,500,000 to be paid over 20 years. In the 2011 budget year, he will propose splitting the $150,000 township assessment in a 50/50 split with the DDA.

He then reviewed a power point presentation on the Michigan economy and how the level of the Township's revenues have dropped from 2000 to 2009 and will continue to drop through 2015. The presentation included the changes made to staffing at the Township level, and how low the cost of police and fire services are in Delhi compared to all other surrounding communities. Even with a millage enhancement, the cost will be lower virtually all other communities in the Lansing area.

PUBLIC COMMENT There was no public comment.

ADJOURNMENT - The meeting was adjourned at 8:18 p.m.

_____ July 27, 2010
DiAnne Warfield, Secretary

Hh/6-22-10boardmeetingminutes