

**VILLAGE OF HOLLY**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
**Minutes of March 9, 2009 Regular Meeting**

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The Village of Holly Downtown Development Authority meeting was called to order at 5:30 p.m. by Marty Lorenz in the Village Council Chambers located at 315 S. Broad Street, Holly, Michigan.

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**Board Members Present**

Lisa Clark  
Kel Leigh Coale  
Pete Clemens  
Ray Rath  
Marty Lorenz  
James Hilty  
Jeannie Montooth  
Evelyn Raskin

**Board Members Absent**

John Winglemire

**Others Present**

**Staff Present**

Suzanne Perreault  
Marsha Powers

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**APPROVAL OF THE MINUTES:**

Changes:

- Old Business, Item 2, first bullet point, add date of meeting as 2/10/09
- New Business, Item 5, first bullet point, change “maintaining” to “retaining”

**Motion Clemens, second Rath to approve the 2/9/09 regular meeting minutes as amended. Motion carried with a voice vote of eight ayes and no nays.**

**AGENDA APPROVAL:**

**Motion Clemens, second Clark to approve the Agenda as presented. Motion carried with a voice vote of eight ayes and no nays.**

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**FINANCIAL REPORT:**

Perreault said the extra money for the Dickens Festival (\$9,631) was taken out of the promotions budget this month.

**Motion Clemens, second Hilty to approve the Financial Report in the amount of \$16,681.15. Roll call vote was as follows:  
Voting for: Coale, Clark, Clemens, Rath, Lorenz, Hilty, Montooth, Raskin  
Voting against: None  
Absent: Winglemire  
The motion carried.**

**PUBLIC COMMENT:** (None)

**PRESENTATIONS:** (None)

**OLD BUSINESS:**

- 1) **Holly Crossing Property**
  - CSX approved Holly Crossings lease
  - Presented to Council on 2/24/09

- Village Attorney had some questions about the lease
- Attorney concerns, copy of the lease, copy of correspondence with the RR and Senator Cassis regarding liability insurance and a copy of the presentation to the Council are in the packet
- As soon as the lease is signed, it will be sent in and the project will begin
- Billboard does not go with the lease
- It is unknown what the “additional costs” mentioned in the agreement might be

**2) Dickens Festival Update**

- There has been a lot of discussion, but not a lot of action
- There have been a few new volunteers
- \$110 has been donated to the festival thus far

**NEW BUSINESS:**

**Motion Rath, second Hilty to excuse Winglemire. Motion carried by a voice vote of eight ayes and no nays.**

**1) Approval of FY 09-10 Budget**

- Budget Committee met
- Have estimate of tax capture, personnel expenses and project costs
- Cut every Committee by 10%
- Presented a balanced budget to the Village Manager
- Projects include the CSX property, façade grants, newsletter and events

**Motion Clemens, second Clark to approve FY 09-10 budget. Roll call vote was as follows:**

**Voting for: Raskin, Montooth, Hilty, Lorenz, Rath, Clemens, Clark, Coale**

**Voting against: None**

**Absent: Winglemire**

**The motion carried.**

**2) Acceptance for bid for flowers**

- Sought bids for flowers for 30 pots and hanging baskets
- No bids were received
- Called and asked Halls Nursery to provide a bid which came in at \$40 for each pot, \$28 for each hanging basket
- They will grow them in the container
- Total cost would come to around \$2,000
- Design Committee could consider other options
- Volunteers will water the flowers
- Time is of the essence to receive flowers on time
- Mitchell Farms felt flowers were not appropriate and they did not have the requested flowers available
- Pots should not all be the same
- Perreault could negotiate with Halls about what flowers are available within the constraints of the budget
- Approximately \$2,000 has been budgeted

**Motion Clemens, second Raskin to authorize the DDA Direction to negotiate the cost of flower baskets and pots with Halls, and to stay within the budget. Roll call vote was as follows:**

**Voting for: Clark, Clemens, Rath, Lorenz, Hilty, Montooth, Raskin, Coale**

**Voting against: None**

**Absent: Winglemire**

**The motion carried.**

Lorenz commented that all DDA evaluations were to be turned in by March 1, 2009. Any not yet submitted should be turned in by the end of the week.

**REPORTS:**

**1) Committees**

- Design Committee discussed flowers
- Promotions has not met
- ER talked about the website and goals for 2010
- Meeting for Dickens will be held at 5:30 on 3/10/09

**2) DDA Director Perreault:**

- Organization Committee will put out a newsletter
- Volunteer appreciation event will be planned for the last week of April
- MI Downtown Association Conference is in April and will cost \$35
- Will be on vacation in May or June
- Must use up 2 weeks of vacation time before July 1, 2009

**3) Village Manager Powers:**

- Mr. Hoffman is working on the building in the corner of town but does not want to comply with Village rules and regulations
- He was notified he was being fined and said he would not pay
- He must submit a site plan
- He has been told to stop construction until things can be worked out

**BOARD COMMENTS:**

- Some communities are allowing people to use vacant buildings at no charge, but they must pay the utilities
- As storefronts are occupied and

income starts to flow in, then rent is required

- Might be a good way to fill some empty buildings in the Village

**ADJOURNMENT:**

**Motion Clemens, second Clark to adjourn the meeting at 6:00 PM. Motion carried by a voice vote of eight ayes and no nays.**

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Sheri McGee, Transcriber