

**VILLAGE OF HOLLY  
DOWNTOWN DEVELOPMENT AUTHORITY  
Minutes of December 14, 2009 Regular Meeting**

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The Village of Holly Downtown Development Authority meeting was called to order at 5:27 p.m. by John Winglemire in the Village Council Chambers located at 315 S. Broad Street, Holly, Michigan.

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**Board Members Present**

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

**Board Members Absent**

**Staff Present**

Marsha Powers  
Suzanne Perreault

**Others Present**

Sandra Kleven  
Vera Hogan  
Autumn Anderson  
Janet Leslie  
Lonnie Heward  
Julie Adams  
Scott Fischer  
Amy Mayhew  
Bob Hoffman  
Holly Jablonski  
Nicole Sanders  
Katy Hughes  
Bob Donahue  
Reisa Hamilton

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**TRANSCRIBER NOTE: Due to a problem with the microphone at the staff table most of Perreault's and Powers comments as well as comments made by the public could not be heard and therefore are not part of the minutes. Some details were able to be included based on notes taken at the meeting.**

**APPROVAL OF THE MINUTES:**

**Motion Montooth, second Rath to approve the 11/09/09 minutes as presented. Motion carried by a voice vote of nine ayes and no nays.**

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**AGENDA APPROVAL:**

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

**FINANCIAL REPORT:**

- Made payment on streetscape loan in November
- Paying on streetscape loan until 2013
- 7 more payments

**Motion Clemens, second Lorenz to approve the Financial Report in the amount of \$42,388.57. Roll call vote was as follows:  
Voting for: Coale, Clark, Clemens, Rath, Lorenz, Hilty, Winglemire, Montooth,**

**Raskin**

**Voting against: None**

**Absent: None**

**The motion carried.**

**PUBLIC COMMENT:**

Janet Leslie of 860 Otter Run:

- Speaking on behalf of the Economic Development Task Force
- Congratulated DDA for a successful year
- Discussed DDA purpose & mission and said they are doing a good job
- Expressed support of the DDA

**OLD BUSINESS:**

**1) Holly Crossing Property**

- DPW can demo the building
- A permit will be needed
- Powers will come up with a figure from Marv Swanson
- An amount over \$5,000 needs to be sent out for bid

**2) Dickens Festival Update**

- Will finish about \$900 to the good
- Parade was great, a good crowd
- Brian did a great job
- Entertainment was great
- A lot of good comments from the community and visitors to the event
- On behalf of the DDA, Winglemire will draft a letter of thanks to Brian for all his efforts

**NEW BUSINESS:**

**1) MSOC Annual Evaluation**

- Will be January 14, 2010; with meetings at the council chambers

starting at 9:00 AM

- Perhaps it should be postponed since the DDA Director is leaving
- Perreault explained the reason for going ahead with the evaluation
- Committee Chairs were asked to attend

**2) Budget Amendments - Resolution 2009-2**

- Amendments reflected DDA contribution to Adaptive Reuse Study of Village Hall and reallocation of façade grant money to outdoor dining grants

**Motion Clemens, second Clark to adopt Resolution 2009-2 amending the DDA fiscal year 09-10 budget.**

**Roll call vote was as follows:**

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

**Voting against: None**

**Absent: None**

**The motion carried.**

**3) Façade Grant Application – 119 S. Saginaw Street**

- For the awning at Beverly's Lamplighter
- There is \$509.03 left in the façade grant allocation
- This will use up the façade grant money for this fiscal year and no more funds will be available until July of 2010
- \$600 grant was given to My Sweet Holly
- Cannot give two grants to the same address in a year

**Motion Clemens, second Lorenz to approve the \$509.03 façade grant for Beverly’s Lamplighter at 119 S. Saginaw Street. Roll call vote was as follows:**

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

**Voting against: None**

**Absent: None**

**The motion carried.**

- \$6,000 was the amount budgeted for façade grants in the 09-10 budget

**4) DDA Director’s resignation and vacant DDA position**

- Perreault was wished well in her future career opportunity
- Perreault was thanked for all her hard work and for giving 110%
- Members felt they would like to begin looking for a replacement after the first of the year in January
- There is a rumor that the DDA is going to be abolished
- Would not want to lose the liquor license the DDA is holding
- Reisa Hamilton said she would like to see the position filled
- Vera Hogan commented on if the DDA was abolished
- The decision lies with the Council to either continue or disband the DDA
- Council would listen to a recommendation by the DDA
- Should look for a replacement and find the right person for the job
- Bob Hoffman initiated a round of applause for the fine job Perreault has done in her service to the Village
- Autumn Anderson said it is important

to keep a DDA Director to bring in new businesses and hopes they begin the search quickly

- Would like the Board to make a statement to the Council that the DDA and Main Street Program should continue
- Board will discuss at January meeting

**Motion Clark, second Clemens to express to Council that the DDA Board Members wish to continue as is ~~it~~. The motion carried by a voice vote of nine ayes and no nays.**

- Powers asked if the posting should include a job description
- Would the Village be accredited in the Main Street Program with a part-time Director
- Bob Donahue stated that new standards would likely allow this

**REPORTS:**

**1) Committees**

- Perreault put together a package on where the Village is on all the projects

**2) DDA Director Perreault:**

- Discussed all the things she is doing in preparation to vacate her job to make a smooth transition for the Village until they appoint a new DDA Director
- Clemens asked if she could do a similar what, when and who list for the Dickens fundraising
- “Next Steps” for Downtown includes information on the Battle Alley
- Comments on the Battle Alley study

**Motion Clemens, second Raskin to formally**

**accept DDA Director Perreault's resignation. Roll call vote was as follows:**

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

**Voting against: Montooth**

**Absent: None**

**The motion carried.**

**3) Village Manager:**

- Look at redoing the TIF Plan

**BOARD COMMENTS:**

- No comments were made

**ADJOURNMENT:**

**Motion Clemens, second Montooth to adjourn the meeting at 6:20. Motion carried with a voice vote of nine ayes and no nays.**

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Sheri McGee, Transcriber