

**VILLAGE OF HOLLY**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
**Minutes of March 8, 2010 Regular Meeting**

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The Village of Holly Downtown Development Authority meeting was called to order at 5:31 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**

Lisa Clark  
Kel Leigh Coale  
Marty Lorenz  
James Hilty  
John Winglemire  
Jeannie Montooth  
Evelyn Raskin

**Board Members Absent**

Pete Clemens  
Ray Rath

**Staff Present**

Marsha Powers

**Others Present**

Autumn Anderson  
Dan & Holly Jablonski  
Ryan Bladzick  
Amy Mayhew  
Brian McConnaughey  
Janet Leslie  
Katy Hughes  
Cathy Bateman  
Nicole Kilpatrick  
Don Winglemire

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**Motion Clark, second Montooth to excuse Clemens and Rath. Motion carried by a voice vote of seven ayes and no nays.**

**AGENDA APPROVAL:**

Add: Old Business #4, Fireworks Donation

**Motion Lorenz, second Hilty to approve the Agenda as amended. Motion carried by a voice vote of seven ayes and no nays.**

**APPROVAL OF THE MINUTES:**

**Motion Lorenz, second Montooth to approve the 02/08/10 minutes as presented. Motion carried by a voice vote of seven ayes and no nays.**

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**FINANCIAL REPORT:**

- Powers reviewed the expenses

**Motion Lorenz, second Clark to approve the Financial Report in the amount of \$2,178.45. Roll call vote was as follows:**

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

**Voting against: None**

**Absent: Clemens, Rath**

**The motion carried.**

**PUBLIC COMMENT**

Brian McConnaughey of 4041 Grange Hall:

- Acting Director of Dickens Festival
- Thanked Members for their support
- Glad they plan to hire a new full-time DDA Director
- Fund raising is off to a good start

**OLD BUSINESS:**

**1) Holly Crossing Property**

- Contractor has to take classes to get MIOSHA certification
- Building scheduled to be removed on April 1<sup>st</sup>
- Contractor needs to get certification or project will need to be re-bid

**2) Payment for marketing study for \$1,700 (tabled)**

**Motion Lorenz, second Hilty to remove from the table. Motion carried by a voice vote of seven ayes and no nays.**

- DDA has little money
- Due to not getting the grant that was applied for the DDA has to pay additional \$4,500 for Village Offices Study
- Council is considering reducing DDA Budget due to a \$277,000 proposed deficit
- May ask DDA to donate some tax capture monies to the General Fund
- No amount was committed but could come to \$50,000 to \$60,000
- TIFF capture is expected to be down by 15%
- DDA Budget Committee reduced the budget by 20%
- Question was asked about task force survey & the timetable
- Bladzick said the address list is targeting those in the Holly School District
- Expect final report by Memorial Day
- Much of the same information on the survey is being gathered by the firm completing the study for Village Hall usage

**Motion Lorenz, second Hilty to put \$400 towards funding the market study. Roll call vote was as follows:**

**Voting for: Coale, Lorenz, Hilty  
Voting against: Clark, Winglemire, Montooth, Raskin  
Absent: Clemens, Rath  
The motion failed.**

**3) Façade Grant for 4038 Grange Hall Road (tabled)**

- Remained tabled

**4) Fireworks Donation \$500**

- Members felt unable to donate due to budget issues

**Motion Montooth, second Coale not to approve a \$500 donation due to budget restraints. Roll call vote was as follows:**

**Voting for: Clark, Hilty, Winglemire, Montooth, Raskin, Coale  
Voting against: Lorenz  
Absent: Clemens, Rath  
The motion carried.**

**NEW BUSINESS:**

**1) DDA Director position**

- Budget may require flexible full-time or part-time position

**Motion Lorenz, second Clark to table discussion of the DDA Director position until more is known about the budget situation. Roll call vote was as follows:**

**Voting for: Coale, Clark, Lorenz, Hilty, Winglemire, Montooth, Raskin  
Voting against: None  
Absent: Clemens, Rath**

**The motion carried.**

- 2) **Approve balance of \$4,500 for adaptive Reuse Study due to not receiving grant**
  - Commitment was made previously to make up the \$4,500 if the grant was not approved-no action required
- 3) **Email addresses of Board Members**
  - Give email addresses to Powers so she can email packets rather than copying and delivering them
- 4) **Thank you to Ray Rath for serving on the Board**
  - Council sent a letter and DDA board will send a letter to Rath, thanking him for his service. Powers to draft and all board members will sign
- 5) **Main Street O.C. window sign program for business, building, board & volunteer recognition**
  - Powers described how the program works
  - Award plaques would be given and go in the window
- 6) **Proposed budget**
  - Made some cuts but tried to allocate a fair amount to each committee
  - Hope to know numbers from O.C. by April 1
  - Coale volunteered to serve on the Budget Committee replacing Rath

**REPORTS:**

**1) Committees**

**Business Development:** committee is on track with their work plan, Lorenz reported

**Organization:** did not meet

**Promotions:** Coale discussed Ladies Night Out

**Design:** Montooth and Hilty reported the committee met on several topics, but much will depend on the budget

- Wondered if the old sidewalk from Broad St. to the station could be used
- Powers will look into the matter
- Entrances, plantings and signs were discussed at the committee meeting
- Entrance design comes from the Main Street program for free
- Summer plants have to be ordered
- Appropriate plants will go into the pots based on the amount of sun exposure received
- Plants need to be fertilized and watered
- Pots are needed by April 1<sup>st</sup>
- Waiting to receive bill for last year's pots which have not yet been paid for

**2) Village Manager & Acting DDA Director:**

- Attended the Main Street accreditation Event in Pontiac along with Lisa Clark and Pat Kenney. DDA received 2009 accreditation
- 3-4 ribbon cuttings are scheduled
- Appears MacCrossans sale is going

through. Will acquire liquor license from DDA redevelopment ones and buyers can use permit fees and acquisition costs towards the \$75,000 capital improvements required.

- Discussed placing a kiosk by the clock on 'wish list'

**BOARD COMMENTS:**

- No comments were made

**ADJOURNMENT:**

**Motion Clark, second Lorenz to adjourn the meeting at 6:29. Motion carried with a voice vote of seven ayes and no nays.**

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Sheri McGee, Transcriber