



City of Allegan  
Downtown Development Authority Meeting  
Griswold Auditorium  
401 Hubbard Street  
Allegan, MI 49010

March 9, 2016

I. Call to Order

City Manager Rob Hillard called the meeting to order at 12:05pm.

II. Attendance

Present: Rachel McKenzie, Marcia Wagner, Sharon Crotser-Toy, Mike Villar and Nancy Ingalsbee

Absent: Marcia Neigebauer, Traci Perrigo, Megan Bouwman

Others Present: Robert Hillard – City Manager Tony McGhee - Abonmarche

III. Minutes of the DDA meeting held on February 11, 2016

Rachel McKenzie, supported by Nancy Ingalsbee, made a motion to approve the meeting minutes of February 11, 2016. Motion carried.

III. Old Business

A. 209 Hubbard Street – Façade Assistance Program – Awning

City Manager Rob Hillard presented the application as submitted. The HDC and the Design Advisory Board already reviewed and approved the application. Mike Villar, supported by Nancy Ingalsbee, made a motion to approve the application as presented, in the amount of \$1,150.06. Motion passed by acclamation.

B. 2016/17 Budget Review

City Manager Rob Hillard reviewed the proposed 2016/17 Budget as presented. Mike Villar requested that emphasis be placed on improving snow removal and maintenance in the newly built stage area along the riverfront, to enhance activity during the winter. Further, the DDA asked a variety of questions related to line items including the Economic Restructuring, Farmer's Market, and Holiday Lighting line items. He mentioned that the plan would be to transfer approximately \$20,000 from the Promotions and Marketing line items to the Positively Allegan Corporation to allow the process for event coordination to be more streamlined. He also indicated if the City receives the anticipated grant from MSHDA for \$15,000 for Economic Development Support Services, the DDA would contribute \$7,500 for a match and the EDC (City) would contribute \$7,500. Further, he indicated that he is recommending \$7,500 for an enhanced sound system for the riverfront stage, with the balance of the project to be paid for through contributions from other groups. Rachel McKenzie, supported by Mike Villar, made a motion to approve the budget as presented, with the adding of the following goal "Evaluate the Stage Area for Winter Maintenance". Motion passed by acclamation.

E. Economic Services – Tony McGhee - Abonmarche

City Manager Rob Hillard introduced Tony McGhee and outlined the services he will provide on behalf of the City. Tony McGhee reviewed some of the activity he has worked on so far, answered a variety of questions from the DDA, and indicated his enthusiasm for working on the next steps in the Downtown and beyond. He will be in Allegan every Wednesday, and he asked individuals to give him a call with ideas and projects.

IV. New Business

V. Budget Report

Rob Hillard, City Manager, reviewed the Budget Report for the previous month.

VI. Adjournment

The meeting was adjourned at 12:43pm.

Respectfully Submitted,

Robert Hillard  
City Manager

The City of Allegan is an Equal Opportunity Provider and Employer