

Subject: Clarification on

From: James Koskela <[REDACTED]@hollyvillage.org>

Date: 4/15/2026, 4:30 PM

To: Holly DDA Executive Director <[REDACTED]@hollyvillage.org>

CC: Timothy Price <[REDACTED]@hollyvillage.org>

Dear Mr. Stephison,

Last week I came into your office to inquire about which bylaws the DDA is currently operating under. This was not the first time I have raised this issue.

One point that concerned me was learning that you had not been made aware of the Village Attorney's legal opinion that the Village DDA may be operating outside the bounds of the law. I raised this concern with Manager Price and asked why there has not been clear communication across staff and our various village multiple member boards. He indicated that he has discussed the DDA bylaw approval requirement with you on multiple occasions and you were aware of the Village position.

Additionally, it appears the DDA board itself was previously aware of the need for governing body approval. This is evident in the September 2025 board packet, which states:

Per the decisions made above to be included, it's recommended to adopt the Main Street Holly DDA Bylaw Amendment as presented, and to forward the amendment on to legal to review prior to **going to the Village of Holly Council for approval.**

During our conversation, you indicated that the DDA is a separate entity and does not need to seek approval for its bylaws. This position appears to be inconsistent with law. Under the Pa 57:

The board shall adopt rules governing its procedure and the holding of regular meetings, **subject to the approval of the governing body.**

I am requesting clarification on the following:

- Who from the DDA board have you communicated with to confirm that the DDA board is utilizing new by-laws
- Whether those bylaws have been approved by the governing body
- If not, what steps are being taken to bring the DDA into compliance

I believe this is an important governance issue, and I would appreciate a clear understanding of the current status moving forward.

Thank you,

Jim Koskela