

VILLAGE OF ALMONT
DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES

February 23, 2011

Members Present: M. Knapke, C. Kinkade, M. Breen, T. Pepper, D. Sadler, C. Marsh

Members Absent: J. Henderson, F. Smith, S. Schneider, S. Lanctot

Others Present: N. Boxey

Guests: 1

Meeting was held at the Almont Municipal Building.

The meeting was called to order at 7:00 p.m. by Chairperson M. Knapke

Additions/Deletions to Agenda:

None

Public Comment:

None

Approval of Minutes:

Motion by D. Sadler supported by C. Kinkade, to accept the minutes of the January 26, 2011. Motion carried unanimously.

Approval of Bills Payable:

Motion by C. Kinkade, supported by T. Pepper, to approve the bills payable.

1. Toth Properties	\$575
2. Nancy Boxey	\$30
3. Frontier Communications	\$64.07
4. Nancy J. Brinker	\$150.00
5. Lapeer Economic Club	\$200.00
6. Village of Almont	\$98.67
7. Village of Almont	\$230.73
8. Best Buy	\$666.59
9. Computer Professor	\$428.20
10. Verizon Wireless	\$60.07
11. Almont Post Office	\$88.00
12. North Branch Rent-All	\$400.00
13. Consumers Energy	\$127.42
14. Taylor-Butterfield, et al	\$33.75
15. Yard Services	\$4,000.00
16. DTE Energy	\$46.25
17. Almont Chamber of Commerce	\$375.00

Total to be approved: \$ 7,573.75

Motion carried unanimously.

Treasurer's Report:

Motion by C. Kinkade, supported by D. Sadler to approve the Treasurer's Report as presented. Motion carried unanimously.

Director's Report

N. Boxey provided updates on various DDA projects and activities for the month of February

Fire Hall Lot Improvements

N. Boxey reported that the Almont Village Council has given their approval for the disconnection and capping of the secondary well located within the Fire Hall building. She will be working with the Almont DPW to begin proceedings on that issue. Discussions have begun with DTE for electrical relocation and removal needs. An RFP for demolition work will begin to be developed.

Rental Rehab Project

N. Boxey discussed with the Board the positive feedback received at the meeting held jointly of the Almont Village Council, DDA members, property owners and representatives from Revitalize LLC. The next step for the project will be site visits from Revitalize as well as further discussions with Village Council members regarding the nature of local tax incentives.

2011 Spring Flower Planting Services

Motion by C. Kinkade, supported by T. Pepper to renew the contract with American Tree to provide flower planting and landscape maintenance services for the 2011 season with the understanding that the Fine Line Buckthorn plant will not be utilized again. Motion carried unanimously.

Board members indicated a preference for the colors to include brighter more "spring-like" option.

Tree Trimming/Maintenance Quote

N. Boxey discussed with board members a quote received from American Tree to implement the second phase of the tree trimming services began in 2010. With the large pruning conducted, as well as the anticipated delay in full benefits of the growth inhibitor product, it was recommended that a secondary trimming be conducted to prevent accelerated sucker growth.

Motion by C. Kinkade, supported by D. Sadler to approve the quote from American Tree in the amount of \$1,245.00 for 2011 tree trimming. Motion carried unanimously.

Downtown Banner Purchase

N. Boxey discussed with the Board the issue that with there being no flea or farmers market for the upcoming season, we will be 8 banners short both in the summer and fall. A committee was established consisting of C. Kinkade, D. Sadler and T. Pepper to develop recommendations for banner purchases.

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Spring Events

Discussions were held regarding the upcoming spring season and normally scheduled annual events including the Egg-Stravaganza and the Spring Fling. Board members were asked to submit ideas for additional events that could be planned to boost the Spring Fling schedule. T. Pepper recommended that we contact Elite Fleet in Lapeer to help with coordination of a 5k run.

Motion by D. Sadler, supported by C. Kinkade to approve the annual Egg-Stravaganza business promotion event with a budget not to exceed \$250 with the condition that the Almont Area Chamber of Commerce serve as a co-sponsor in both financial commitment and event volunteer support. Motion carried unanimously.

Heritage Festival

N. Boxey has contacted the dueling piano group located in Grand Rapids that was suggested by M. Breen. They are cost prohibitive to contract with at this time. The suggestion to contact the band, "Freeport." Was given. N. Boxey to follow up. The Almont Ash Sifters are willing to organize the children's game section again. C. Marsh indicated that Tri-County Bank would assist in providing candy for their area.

Meeting was adjourned at 8:30 pm

Steve Schneider, Secretary

Nancy Boxey
DDA Director
February 23, 2011