

VILLAGE OF ALMONT
DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES

October 29, 2009

Members Present: M. Knapke, M. Breen, S. Schneider, C. Kinkade, D. Sadler

Members Absent: J. Henderson, D. Schumacher, F. Smith, C. Marsh, M. Harmon

Others Present: N. Boxey

Guests: 1

Meeting was held at the Almont Municipal Building.

The meeting was called to order at 7:02 p.m. by Vice - Chairperson M. Knapke

Additions/Deletions to Agenda:

Bills payable additions: Village of Almont (\$300.68), Almont Music Boosters (\$200.00), Country Smoke House (\$219.48), Scott's Lawn Service (\$175.00), Tri-City Times (\$24.00)

Public Comment:

None

Approval of Minutes:

Motion by S. Schneider, supported by C. Kinkade to accept the minutes of the September 23, 2009 meeting as presented. Motion carried unanimously.

Approval of Bills Payable:

Motion by D. Sadler, supported by S. Schneider to approve bills payable.

1. Toth Properties	\$600
2. Nancy Boxey	\$30
3. Herb Lowell	\$417.82
4. Brohl's Flower Garden	\$80.00
5. Championship Trophies	\$41.80
6. Village of Almont	\$51.54
7. DTE Energy	\$33.54
8. Mike Knapke	\$322.50
9. Kate Linden Studios	\$153.70
10. Village of Almont	\$17.07
11. View Newspapers	\$228.00
12. Almont/Dryden Lioness	\$25.00
13. Almont Historical Society	\$45
14. J & M Farms	\$25
15. Girl Scout Troop 1914	\$50
16. Almont Chamber of Commerce	\$25
17. Girl Scout Troop 13227	\$20
18. Nancy Boxey	\$103.12

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19. Nancy Boxey	\$107.41
20. Scott's Lawn	\$200.00
21. Sherri's Barber	\$210.00
22. Village of Almont	\$377.78
23. Village of Almont	\$1,385.45
24. Village of Almont	\$1,992.06
25. Village of Almont	\$428.95
26. Yard Services	\$1,300.00
27. Yard Services	\$960.00
28. Yard Services	\$1,690.00
29. Yard Services	\$100.00
30. Village of Almont	\$57.70
31. Village Deli	\$72.00
32. Nancy Boxey	\$61.49
33. Tri-City Times	\$557.00
34. Village of Almont	\$20.62
35. Jay's Septic	\$75.00
36. Verizon	\$60.07
37. Lapeer Group	\$160.00
38. Jay Vanderest	\$775.00
39. Jay's Septic	\$615.00
40. The Brewhouse	\$75.00
41. Consumers Power	\$14.24
42. T-H Printing	\$42.00
43. Almont Lions Club	\$70.00
44. Raider Country Coney	\$243.80
45. Subway	\$26.50
46. Wes Wagester	\$7.50
47. Roza's Pizza	\$153.00
48. Herb Lowell	\$1,500.00
49. Carole Marsh	\$56.58
50. Herb Lowell	\$30.18
51. Karl Kunik	\$800.00
52. Tom Wearing	\$550.00
53. Universal Sound	\$225.00
54. Lynette Orr	\$200.00
55. Rosemarie Rohelier	\$300.00
56. Almont Dance Team	\$100.00
57. Carole Marsh	\$5.00
58. Nancy Boxey	\$45.32
59. Nancy Boxey	\$70.12
60. "Sparkles" the Clown	\$220.00
61. Village of Almont	\$1,599.75
62. Verizon	\$106.69
63. Village of Almont	\$300.68
64. Almont Music Boosters	\$200.00
65. Country Smoke House	\$219.48
66. Scott's Lawn	\$175.00
67. Tri-City Times	\$24.00

Total to be approved: \$ 20,834.46

Motion carried unanimously.

Treasurer's Report:

Report tabled due to absence of Treasurer.

Director's Report

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

Winter Sidewalk Maintenance

N. Boxey discussed with Board members the DPW's desire to continue providing winter sidewalk maintenance. They have purchased a rubber blade for the snow blower. It was agreed that the front end loader would not be used for snow removal. Additional effort will be put into keeping the stamped sections cleared and salted to minimize ice build up. A calcium chloride product will be used. N. Boxey to put a snow removal article into next DDA newsletter to inform downtown merchants on proper snow removal practices as well as to encourage them to help keep the curb areas clear.

Motion by S. Schneider, supported by C. Kinkade to have the Almont DPW continue providing snow removal on the downtown sidewalks utilizing a rubber blade. Furthermore, the DPW is authorized to purchase the appropriate snow melt product for a cost of \$1,500.54. Motion approved unanimously

Downtown Trees

N. Boxey provided Board members with a cost estimate to trim prune and/or replace several of the trees downtown. Regular maintenance of the trees has not occurred resulting in overgrowth. Several business owners have expressed concern that they are blocking their signage or visibility of their facades. The appropriate time to conduct this work would be late winter/early spring. Board members were encouraged to look at the trees within the DDA district to assess what they view as issues. No action taken at this time.

Christmas Lighting

N. Boxey discussed with the Board several options for downtown lighting. Cost/Benefits of LED versus regular miniature lights were presented. Discussion was also held regarding the use of our current artificial garland or to try real roping.

Motion by S. Schneider, supported by M. Breen to accept the proposal by American Tree of "Better Lights with Roping" for a total of \$4,673.12 project cost for the Lamp Posts, Pocket Park, DDA Office and large Christmas Tree. Motion carried unanimously.

Goodfellows Newspaper Ad Request

Motion by M. Breen, supported by S. Schneider to place an ad in the Lions' Goodfellows holiday newspaper for \$100. Motion carried unanimously.

Holly Day Light Parade

Motion by C. Kinkade, supported by S. Schneider that the Almont DDA once again sponsors the Holly Day Light Parade but that there would not host a Santa house for visits with Santa. Santa to arrive in the parade as usual and light the downtown tree. Motion carried unanimously.

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Motion by D. Sadler, supported by S. Schneider to approve a total budget cost of \$3,000 for the Holly Day Light Parade. Motion carried unanimously.

Heritage Festival/Homecoming

Discussion was held regarding whether the DDA would host the Almont Heritage Festival in 2010 as the Almont Homecoming is schedule to be held six weeks prior to the date. Concerns over the level of volunteer participation as well as costs were voiced. N. Boxey to hold a Heritage Festival committee meeting to gather feedback regarding their level participation. No action taken.

December Budget Meeting

Motion by S. Schneider, supported by D. Sadler to host the Almont DDA December budget meeting at Lenny Miller's in Dryden on either December 9 or 10th. Motion carried unanimously.

Façade Improvement Grant Applications

Motion by S. Schneider, supported by M. Breen to approve a Façade Improvement Grant for Gear Master in the amount of \$472.50 to purchase new signs. Motion carried unanimously

MEDC Fire Hall Economic Impact Planning Grant Study

N. Boxey provided an update as to the status of the MEDC grant. The NOI (Notice of Intent) was approved as submitted and we are now in the formal application process. A public hearing regarding the grant application will be held on November 17, 2009 at 7:00 pm prior to the Village Council meeting.

Meeting was adjourned at 8:40 pm

Steve Schneider, Secretary

Nancy Boxey
DDA Director
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