

**VILLAGE OF ALMONT  
DOWNTOWN DEVELOPMENT AUTHORITY  
REGULAR BOARD MEETING  
November 28, 2018 at 7:00pm  
Almont Municipal Building**

**AGENDA**

**Call to Order**

**Additions/Deletions to Agenda:**

**Communications:** Thank you note from the Family of Gloria Howe

**Public Comments:**

**Consent Agenda:**

- A. Approval of Minutes
  - 1) Approval of Minutes from the October 24, 2018 Regular Board Meeting
  - 2) Approval of Special Meeting Minutes from October 30, 2018

B. Approval of Bills Payable:

1) Village of Almont (DDA Workmen's Comp)	\$ 47.38
2) Kim Schall (Facebook Advertising –Boost for the Holly Day Light Parade)	\$ 38.00
3) Village of Almont (October Phone Charges)	\$ 39.33
4) Print Shop (Holly Day Light Parade Stickers)	\$ 89.00
5) Landscape Direct (Fountain re-load breaker and test)	\$ 72.00
6) Tri-City Times (Snow Removal Legal Ad for CBD)	\$ 38.15
7) Kim Schall (November Cell Phone)	\$ 30.00
8) Village of Almont (Publications for Dumpster Enclosure)	\$ 72.73
9) Kim Schall (New lock for storage container)	\$ 14.83
10) Kim Schall (Chestnuts for the Holly Day Light Parade)	\$ 25.35
11) American Tree (Christmas Season Decorations)	\$3,420.60
12) Tri-City Times (Holly Day Light Parade Schedule advertisement)	\$ 255.00
13) Universal Sound Productions (Holly Day Light Parade)	\$ 775.00
14) Village of Almont (November Phone Bill)	\$ 39.55
15) Goodfellow Newspaper	<u>\$ 80.00</u>

Total to be approved: **\$5,036.92**

**Treasurer's Report:**

- A. Statement of Revenues and Expenses for the Four Months Ending October 31, 2018.

**Director's Report:**

- A. November Monthly Report

**New Business:**

- A. Ad to be placed in the Goodfellow Newspaper for \$80
- B. Snow Plowing Lane Parking Lot
- C. Authorization limit of \$500 for DDA Director and or Chairman before needing Board Approval (See Attachment)
- D. Re-Appointment of Melissa Schneider (See Attachment)
- E. DDA Phone Line has been down for 2 weeks
- F. Old Banners (See Attachment)
- G. December Meeting
- H. Winning Grants Step by Step
- I. Car Show T-Shirts (See Attachment)

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**Old Business:**

- A. Dumpster Enclosure Project Status (See Attachment)
- B. Dr. Lane's/DDA Parking lot update (See Attachment)
- C. Holly Day Light Parade
  - 1. Sponsorships/Parade Participants
  - 2. VOLUNTEERS for judging and set-up, etc.
- D. Streetscape Quote from Spicer Group (See Attachment)

**Adjourn**