

**VILLAGE OF ALMONT
DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES
October 25, 2017**

Members Present: L. Zarate, J. Nuculovic, M. Breen, M. Ciampichini, T. Pepper, T. Antonelli,
Members Absent: T. Roach, S. Schneider, M. Bohm
Others Present: 10 Students
Guests: M. Vinckier, M. Vinckier, Jr., Attorney E. Flinn, S. Garner, T. Pewinski

Meeting was held at the Almont Municipal Building.

The meeting was called to order at 7:03p.m. by Vice Chairperson L. Zarate

Additions/Deletions to Agenda:

- Expense – John Winslow (Magician for Spooky Time) \$225.00
- New Business – Purchase of a Fire Pit, Crafts for Holly Day Light Parade

Public Comment:

None

Correspondence:

None

Approval of Minutes:

Motion by T. Pepper, supported by T. Antonelli, to accept the minutes of the September 27, 2017 Regular Board Meeting.
Motion carried unanimously.

Approval of Bills Payable:

A. Approval of Bills Payable:	
1) Village of Almont (Water)	\$ 855.81
2) Kim Schall (Printer Ink)	\$ 108.99
3) Tri-County Bank (Parking Lot Loan)	\$11,340.70
4) American Tree	\$ 1,880.00
5) Village of Almont (St. Lights – E. & W. St. Clair)	\$ 350.58
6) Landscape Direct (Fountain Service)	\$ 516.64
7) Yard Services (Fall Banners)	\$ 275.00
8) Tri-City Times (Heritage Festival)	\$ 377.00
9) Kim Schall (Phone)	\$ 30.00
10) King & King, CPA (Audit)	\$ 500.00
11) Sparkles "The Clown"	\$ 200.00
12) Kim Schall (MDA Conference – Hotel & Food)	\$ 291.63
13) Kim Schall (MDA Conference Mileage)	\$ 99.24
Total to be approved:	\$16,825.59

Approval of Bills Payable (cont):

Motion by T. Pepper, supported by J. Nuculovic, to approve the bills payable in the amount of \$17,050.59 which includes the addition of \$225.00 Motion carried unanimously.

Treasurer's Report:

Statement of Revenue and Expenses for the Three Months Ending September 30, 2017.

Current bank balance as of 10/25/2017 is \$212,603.90

Motion by M. Breen, supported by T. Antonelli, to approve the Treasurer's Report. Motion carried unanimously.

Director's Report:

K. Schall provided updates on the following:

- **9th Annual Scarecrow Decorating Contest**

1. We had a total of 16 entries ranging from local businesses to participation from Almont High School.
2. We had 3 local judges that had a tough job.
3. 1st Place was American Tree – Sponsored by Yarbrough Insurance, 2nd Place was Almont Girl Scout Troop 71406 – Sponsored by Charlie Brown's, 3rd Place was Almont High School Art Department - Sponsored by Almont Chamber of Commerce

- **Holly Day Light Parade**

1. We will have a new announcer this year – Rob Stone from 99.5 WYCD Detroit's Country Music Station and an Almont Graduate.
2. Holiday Decorations will be going up just after Thanksgiving.

- **Village of Almont Update**

1. Traffic Controls Ordinance was adopted on October 17th at the Village of Almont Council Meeting.
2. DPW will be picking up leaves from October 16th till December 1st.
- On November 10th @ 9am there will be a DPW & WWTP Tour. If interested, meet at the DPW garage on Water

Meetings

1. Attended Michigan Downtown Associations Annual Meeting from October 17-19 in Bay City. What a beautiful city that has made a comeback and is utilizing their biggest asset (The Saginaw River). There were a number of sessions each day. 1) Leveraging Community Assets to Create an Impact: This session talked about turning your downtown into a vibrant destination through art and culture, health and wellness and what to look for. 2) Tips for Keeping Private Investors Coming Back: Talked about ways to guide investors and developers through redevelopment roadblocks. After this presentation, we went for a walk around the downtown Bay City area to see buildings that have been refurbished and new businesses starting up. 3) How to think like a Developer and Love like a Preservationist: Donovan Rypkema is a well-known speaker on saving historical buildings. Historic preservation & development can coexist and can be a great foundation for redevelopment of historic buildings and economic growth. 5) Trend in the Craft Alcohol Industry: Michigan is placed 5th in the nations craft brewery industry and with downtowns wanting to have a brewery; it takes more than just opening the doors.
2. Attended the Women's Fundraiser at Blake's Winery. The event was well attended and is to support education for woman that cannot afford it.

Holly Day Light Parade

Director Schall updated the Board on the progress of the Annual Holly Day Light Parade and purchases that would need to be made.

Motion by T. Antonelli, supported by J. Nuculovic to approve an amount not to exceed \$1,000 to be spent towards the Holly Day Light Parade. This amount is to include, Stickers, Facebook Ad, Banner, Advertising, etc. Motion carried unanimously.

Fountain Park Water Issue

It was brought to the Boards attention regarding a high water bill for the Fountain Park for 3 months. The Board discussed the possible causes and has agreed to continue to have Landscape Direct work on the Fountain to resolve the issue. At this time, no cost has been discussed.

Dollar General Ribbon Cutting/Opening

Contact has been made with Dollar General's Corporate Office. Waiting to hear back from them as to whether they would like to have a Ribbon Cutting Ceremony.

American Tree Holiday Quote

Motion by J. Nuculovic, supported by T. Pepper, to approve the Holiday Quote from American Tree in the amount of \$4,055.34 Motion carried unanimously.

Almont Lions Good fellow Newspaper

Motion by T. Pepper, supported by T. Antonelli, to approve an ad be placed in the Good fellow Newspaper at a cost not to exceed \$80.00. Motion carried unanimously.

December Meeting

Motion by T. Pepper, supported by M.Breen, to approve the cancellation of the December 20th Regular Board Meeting due to the Holidays. Motion carried unanimously.

Fire Pit

Due to the fact that the DDA Fire Pit was stolen last year after the Holly Day Light Parade, Director Schall presented 2 fire pits to the Board for consideration. The Board approved either of the two.

Motion by T. Antonelli, supported by T. Pepper, to approve the purchase of a new Fire Pit not to exceed \$150.00. Motion carried unanimously

Old Business

Vinckier Foods Joint Venture using the Challenge Grant Funds from Pella Windows

Attorney Eric Flinn presented information regarding the Join Sign Venture with Vinckier Foods, Research Drive and the Almont DDA. It was discussed that due to the new development of the A & W in the front portion of the Vinckier Property that A & W would be utilizing the current open spot on the Vinckier Sign. It was proposed that the Research Development sign could go at the bottom of the current sign, however, this would need to go in front of MDOT to make sure it is not within the traffic sight lines.

Old Business (Cont.)

T. Pepper who has received the Challenge Grant from Pella Windows gave a brief description of how the Challenge Grant works and what is involved and that this grant was scheduled to end on December 31st. T. Pepper will look to see if this can be extended due to the complexity of the project and location.

There was a question raised as to whether the DDA Boundaries included the sign area. Director Schall will talk to the Village/Township Assessors for clarification on this question. The DDA Board will look at putting together a "Wish List" as to what they would be looking at for a sign. Both sides will keep in contact and meet again when ready to discuss further.

2017/2018 Snow Plowing Contract

Director Schall informed the DDA Board that 2 bids were received on time and were opened in a public setting at the Village of Almont Offices with both contractors present (Yard Services, Inc. & Scott's Lawn Maintenance) along with K. Keesler, Village of Almont Clerk/Treasurer. Both bids were recorded and both contractors were informed that a decision would be made at the October 25, 2017 DDA Board Meeting. On Tuesday, October 17th, received a bid from Greshams that was not considered as it was late.

Director Schall presented the DDA Board with a spreadsheet that broke down the cost for both contractor's services and the cost. The Board reviewed the spreadsheet and asked how long Scott's Lawn Maintenance has had the current contract. 3 Years was confirmed by both K. Schall and Scott Garner. L. Zarate and J. Nuculovic mentioned that this past year there were a number of billing issues that needed to be reviewed by both K. Schall & T. Roach at which point a meeting was held between K. Schall, T. Roach and S. Garner to go over the charges. Scott mentioned that his costs have not gone up in the 3 years that he has been our contractor.

Motion by M. Breen, supported by M. Ciampichini, to award the 2017/2018 Snow Plowing Contract to Yard Services, Inc. Motion carried unanimously.

Meeting was adjourned at 8:45p.m.


Steve Schneider, Secretary

K. Schall, Director
October 25, 2017