

**VILLAGE OF ALMONT
DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES
August 24, 2016**

Members Present: T. Roach, T. Pepper, J. Nuculovic, L. Zarate, A. Dettmer

Members Absent: C. Kinkade, S. Schneider, M. Bohm, M. Breen

Others Present: K. Schall

Guests: 1

Meeting was held at the Almont Municipal Building.

The meeting was called to order at 7:05 p.m. by Chairperson T. Roach

Additions/Deletions to Agenda:

- | | |
|---|-----------------|
| 1) Rowe Professional Services Company | \$285.00 |
| 2) Robert Kalski – Heritage Festival Car Show | <u>\$ 56.17</u> |

Total to be approved: \$341.17

Public Comment: Robert Kalski expressed interest in running the car show again with the support from some local businesses. The Board will get back with Robert after selecting a site location for the 2017 Heritage Festival.

Consent Agenda: Motion by T. Pepper, supported by L. Zarate and Board approval of the Consent Agenda.

Motion by T. Pepper, supported by J. Nuculovic to accept the minutes of the August 9, 2016 Special Meeting as presented. Motion carried unanimously.

Motion by J. Nuculovic, supported by L. Zarate to approve Bills Payable. Motion carried unanimously.

Approval of Bills Payable:

- | | |
|---|------------------|
| 1) DTE Energy | \$ 214.40 |
| 2) Village of Almont (DPW) | \$ 384.46 |
| 3) Village of Almont (PT Wages) | \$ 312.65 |
| 4) Taylor, Butterfield, Howell,
Churchill, Jarvis & Garner, P.C. | <u>\$ 168.75</u> |

Total to be approved: \$1,080.26

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Treasurer's Report:

Cash flow for July 2016: Due to the resignation of the Board Treasurer, The Board tabled this until next meeting.

2015/2016 Proposed Budget amendments: Motion by T. Pepper, supported by L. Zarate for approval of amendments to the Proposed Budget. Motion carried unanimously.

Letter of resignation from Jennifer Vanecek: Motion by T. Pepper, supported by L. Zarate to accept the resignation of J. Vanecek. Motion carried unanimously.

Director's Report:

T. Roach presented an update on the Alleyway project. The easement document for Marty Clauw's property is being evaluated to add a liability clause as requested by Marty. We hope to have a decision on the easement approval the week of September 6th so that we can get the bid on this project posted.

T. Roach and K. Schall gave update on the Dumpster Project. Project Bid was posted on the DDA Website and in the Tri-City Times on August 24, 2016. Bids will be due on September 12, 2016.

New Business

Motion by L. Zarate, supported by J. Nuculovic to approve K. Schall's time cards from 7/17/16 thru 8/13/2016. Motion carried unanimously.

Posting of notice for an open DDA Board Position. The Board voted unanimously to defer voting on this until the next meeting.

Motion by T. Pepper, supported by L. Zarate to approve the DDA Director's request to attend "Connecting Entrepreneurial Conference" in Port Huron October 5th -6th. Motion carried unanimously.

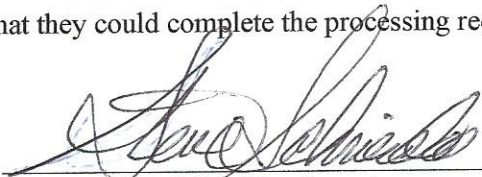
Motion by T. Pepper, supported by J. Nuculovic to approve the DDA Director's request to attend "Michigan Downtown Association Annual Conference October 13th -14th in Traverse City with an amount not to exceed \$600. Motion carried unanimously.

Old Business

Frontier Communications \$1000 sponsorship funds for the Heritage Festival are still outstanding. Additional calls to be made to correct this.

Henry Ford Macomb Health Systems was sent a W9 so that they could complete the processing request for their \$1,000 sponsorship donation for the Heritage Festival.

Meeting was adjourned at 8:30pm



Steve Schneider, Secretary

Terry Roach - DDA Chairperson
August 24, 2016