

**VILLAGE OF ALMONT
DOWNTOWN DEVELOPMENT AUTHORITY
SPECIAL MEETING MINUTES
February 29, 2016**

Members Present: T. Roach, T. Pepper, L. Zarate, C. Kinkade, S. Schneider, A. Dettmer, M. Breen

Members Absent: J. Vanecek, J. Nuculovic, M. Bohm

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 T. Roach

Additions/Deletions to Agenda: None

Public Comment:

Marty Clauw addressed the Board regarding the status of his properties downtown, efforts to make improvements and status of his relationship with the Village Council and officials. T. Roach indicated that while the DDA would continue to be supportive of façade improvements through potential funding of a Façade Assistance Grant; the concerns stated are a matter to be discussed between M. Clauw and the Village Council.

Approval of Minutes:

Motion by C. Kinkade supported by S. Schneider, to accept the minutes of the January 27, 2016 Regular Board Meeting as presented. Motion carried unanimously.

Approval of Bills Payable:

1) Nancy Boxey	\$30.00	11) Village of Almont	\$209.39
2) Nancy Boxey	\$166.91	12) Almont Class of 2018	\$50.00
3) Nancy Boxey	\$16.55	13) Almont Dance Team	\$25.00
4) Nancy Boxey	\$49.00	14) Landscape Direct	\$644.00
5) Lapeer Economic Club	\$20.00	15) Scott's Lawn	\$1,465.00
6) Village of Almont	\$39.00	16) Scott's Lawn	\$1,465.00
7) Village of Almont	\$93.93	17) Computer Professor	\$43.01
8) Village of Almont	\$2,155.68	18) Michigan Downtown Assn	\$50.00
9) Village of Almont	\$799.31	19) Tri-City Times	\$110.00
10) Village of Almont	\$185.52	20) Romeo Party Rental	\$53.08

Total to be approved: \$ 7,670.38

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

Treasurer's Report:

The cash flow statement for January 2016 was reviewed. Current account balance is: \$227,563.92

Motion by C. Kinkade, supported by S. Schneider to approve the Treasurer's Report. Motion carried unanimously.

Director's Report:

N. Boxey provided updates on various DDA projects and activities for the month of February. S. Schneider inquired as to if SB 673 would have an impact on our Commercial Rehab Districts. N. Boxey stated she felt it may be related to extending the sunset date of the original legislation but will research and provide an update if needed. Further discussion was held regarding the potential for new legislation to modify PA197 which governs DDAs. Current legislation is moving through the House which will have serious impacts on Historic Districts and future historic preservation projects within Michigan.

N. Boxey asked for feedback regarding moving the YOMS Spring Clean-Up to Friday, April 24th due to conflicts of interest with many of the student's schedules. Board members discussed that the date chosen should allow for the largest amount of participation possible.

USDA-RBDG Application Resolution and Funding Commitment

Motion by S. Schneider, supported by C. Kinkade to approve Resolution No. 16-02-01 as presented. A roll call vote was taken:

Ayes: Schneider, Breen, Zarate, Dettmer, Pepper, Kinkade, Roach
Nays: None
Absent: Bohm, Vanecek, Nuculovic
Abstain: None

Motion carried

Spring Clean-Up Landscaping Approval and Flower Planting Discussion

Motion by C. Kinkade, supported by S. Schneider to approve the quote from American Tree for \$789 for the spring clean-up of the Pocket Park, tree-wells, installation of mulch and trimming of trees and bushes in the Pocket Park. Motion carried unanimously

Board members are to review the various planter color schemes and provide feedback to N. Boxey.

Downtown Lawn and Maintenance Discussion

Motion by S. Schneider, supported by C. Kinkade, to extend the contract with Yard Services for lawn and sidewalk maintenance and banner installation for the 2016 season with the pricing to remain the same per the original agreement reached in 2013 and subsequently extended. Motion carried unanimously.

Almont Women Business Owners Alliance Networking Event Approval

Motion by M. Breen, supported by T. Pepper, to approve up to \$100 for food costs for the Almont Women Business Owners Alliance "Paint and Pour" networking event. Motion carried unanimously.

Façade Assistance Grant Project Update and Payment Request – 198 N. Main Street

N. Boxey updated Board members on the status of the façade project at 198 N. Main. All work has been completed with the exception of paint and final light fixture installation. The property owner is waiting for several days of consistently warm weather to complete these final items. All work has been inspected by N. Boxey and conforms to the Design Assistance Grant plans.

Motion by S. Schneider, supported by C. Kinkade, to authorize a \$3,000 payment of the approved \$5,000 grant with \$2,000 in funds held until completion.

Ayes – 6

Nays – 1 (T. Pepper)

Abstentions: None

Motion Carried

Almont Historical Museum Building Discussion

Discussion tabled until next meeting

Job Fair

Currently there are 14 local businesses registered for the event which represents an increase in attendance.

2016 Almont Heritage Festival

N. Boxey provided Board members with a draft of a proposed sponsorship plan for the festival. The coordinator of the car show is looking to begin soliciting show sponsors within the week and asked for direction on sponsorship opportunities. Board members to review and provide feedback to N. Boxey.

Meeting was adjourned at 8:50 pm

Steve Schneider, Secretary

Nancy Boxey - DDA Director
February 29, 2016