

**VILLAGE OF ALMONT  
DOWNTOWN DEVELOPMENT AUTHORITY  
MEETING MINUTES  
November 18, 2015**

**Members Present:** T. Roach, M. Breen, J. Vanecek, A. Dettmer, T. Pepper, J. Nuculovic, L. Zarate

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

**Others Present:** N. Boxey

**Guests:** 9

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**

Bills Payable:

13)	Universal Sound Productions	\$275.00
14)	Northern Lights Display	\$5,320.00
15)	Tom Marta	\$100.00

**Public Comment:**

Robert Lutz spoke regarding his concerns of the construction project at 214 N. Main Street. Mr. Lutz owns the rental property to the east of the project and he has experienced many difficulties regarding a large tree removed from his lot, flooding of his basement due to drain pipes being damaged, and safety issues due to exposed metal rods and trenching along his property border. He recognizes that the DDA may not have any ability to correct the situation and he has spoken previously to the Almont Village Manager and wanted to make sure that all parties are communicating. He stated that Joe Israel has been very helpful throughout the process in addressing his concerns. As an owner of a rental property he has to comply with the property maintenance codes and hopes that the project owner is being held accountable as well. T. Roach acknowledged the concerns and asked that DDA Director N. Boxey perhaps draft a letter to the Village Council stating that the DDA is frustrated with the lack of progress in correction of this community eyesore. N. Boxey assured Mr. Lutz that she is in close contact with the Village Manager regarding this project and that several citations have been issued per the property maintenance code.

**Approval of Minutes:**

Motion by T. Pepper, supported by J. Vanecek, to accept the minutes of the October 28, 2015 Regular Board Meeting as presented. Motion carried unanimously.

**Approval of Bills Payable:**

1.	Nancy Boxey	\$30.00
2.	Nancy Boxey	\$61.81
3.	Village of Almont	\$3.99
4.	Village of Almont	\$95.00
5.	Village of Almont	\$193.03
6.	Yard Services	\$275.00
7.	Yard Services	\$2,160.00
8.	Almont Chamber of Commerce	\$40.00
9.	RLA Studio	\$1,000.00
10.	Tri-City Times	\$283.00
11.	American Tree	\$405.00
12.	Almont Lions Club	\$80.00

13. Universal Sound Productions	\$275.00
14. Northern Lights Display	\$5,320.00
15. Tom Marta	\$100.00

Total to be approved: \$ 10, 321.83

Motion by T. Pepper, supported by L. Zarate, to approve the bills payable. Motion carried unanimously.

**Treasurer's Report:**

The cash flow statement for October 2015 was reviewed. Current account balance is: \$138,024.99

Motion by T. Pepper, supported by J. Vanecek 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 November. The Village of Almont received a 4-Star rating by the UofM-Dearborn eCities project for our economic development and placemaking efforts. Fall and Winterization maintenance has started and will be completed within the next two weeks.

**Facade Assistance Grant Approval– 198 N. Main: “Chalet” building**

Motion by M. Breen, supported by T. Pepper, to approve a Facade Assistance Grant for Sail Dawood at 198 N. Main in an amount of \$5,000 per the design developed by RLA studio. Motion carried unanimously.

**Holly Day Light Parade**

Motion by J. Nuculovic, supported by L. Zarate to approve a budget not to exceed \$1,000 for the Holly Day Light Parade. Motion carried unanimously.

**December Regular Board Meeting/DDA Holiday Dinner**

Board members reached consensus to have the DDA recognition dinner at the Huddle Bar and Grill and keep it local. J. Vanecek to distribute invitations and organize the event.

Meeting was adjourned at 8:02 pm

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Steve Schneider, Secretary