

Kim Schall, DDA Director
Mike Bohm, Chairman
Lynn Zarate, Vice Chairman
Tara Antonelli, Treasurer
Steve Schneider, Secretary

**VILLAGE OF ALMONT
DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES
July 24, 2019 at 7:00pm
Almont Municipal Building**

Michele Breen, Board Member
Traci Pewinski, Board Member
Lisa Kniestadt, Board Member
Erin Lane, Board Member

Members Present: M. Bohm, S. Schneider, M. Breen, L. Kniestadt, T. Antonelli

Members Absent: T. Pepper, L. Zarate, E. Lane, T. Pewinski

Guests Present: None

Meeting was held at the Almont Municipal Building

The meeting was called to order at 7:08pm by Chairman M. Bohm

Additions/Deletions to Agenda: Letter of resignation from T. Antonelli

New Business: None

Regular Agenda

Communications: None

Public Comments: None

Approval of Minutes

Motion by S. Schneider, supported by M. Breen to approve the minutes from the June 26, 2019, Regular Board Meeting.
Motion PASSED unanimously.

Approval of Bills Payable:

1) North Branch Rent All (Heritage Festival)	\$ 3,411.55
2) Village of Almont (119 W. St. Clair – Street Lights)	\$ 28.69
3) Village of Almont (116 E. St. Clair – Street Lights)	\$ 271.64
4) Touma, Watson, Whaling, Coury, Stremers & Thomas P.C. – (Attorney Fees)	\$ 2,177.85
5) Lapeer Development Corporation	\$ 4,000.00
6) Accunet Web Services (Removing & adding Facebook)	\$ 195.03
7) Yard Services, Inc. (Banners and Clamps)	\$ 307.73
8) Village of Almont (DDA Cell Phone)	\$ 53.26
9) Taylor, Butterfield, Howell, Churchill & Garner, P.C. (Streetscape Attorney)	\$ 956.25
10) American Tree	\$ 1,210.00
11) Village of Almont (Water Fountain)	\$ 97.74
12) Tri-City Times (Heritage Festival Advertising)	\$ 230.00
13) Spicer Group (Streetscape)	\$ 870.00
14) Village of Almont (Copier Charge for 1 Year)	\$ 227.38

Total to be approved:

\$14,037.12

Motion by S. Schneider, supported by M. Breen, to approve the bills payable in the amount of \$14,037.12. Motion PASSED unanimously.

Treasurer's Report:

Treasurer T. Antonelli reported that the current bank balance as of July 24, 2019 is \$330,158.49.

Motion by S. Schneider, supported by M. Breen, to accept the Treasurers Report as presented. Motion PASSED unanimously.

Director's Report:

Director Schall gave an update on the following items:

1. Heritage Festival is coming together. Continuing to work on getting sponsorships as we are still behind what we had last year.
2. Applied for a Grant from Four County Community Foundation for sponsorship of the FFA Petting Zoo.
3. First Congregational Church will be having a pancake breakfast as well as food in the afternoon. The Church will be working hand in hand with the DDA to host activities on their property.
4. The Beer Tent is coming together. They Lions Club are in the process of getting a Beer/Wine License (same as last year). We have a number of Food Vendors inquiring, waiting to see who responds first.
- Downtown Information
 1. Jocelyn's School of Dance has inquired about a Façade Grant.
 2. Memo sent to Village Manager requesting that the O.E.O. pay a site visit to Dollar General.
 3. Huddle Bar has also inquired about a Façade Grant.
 4. 102 S. Main is moving along nicely.
 5. Spoke to the owner of 145 S. Main (Wes Pro) and they have moved their business to Imlay City and they are looking to rent out their building.
 6. Spoke to Tina at Toth Properties and the old hair/nail salon next to the Huddle is also available for rent.
- Business Update
 1. Going to hold an Informational Meeting on July 24th as part of the new DDA Public Act 57.
 2. Holding a Heritage Festival meeting on July 24th.

New Business:

A. 2018/2019 Amended Budget

Due to invoices arriving late, it was necessary to amend the 2018/2019 Fiscal Year Budget.

Motion by S. Schneider, supported by L. Kniestadt to approve the budget amendments for the 2018/2019 Fiscal Year as presented. Motion PASSED unanimously.

B. Resignation letters from T. Pepper and T. Antonelli

Director Schall read the resignation letters from T. Pepper and T. Antonelli. T. Pepper's resignation is effective immediately and T. Antonelli's resignation will be effective August 28, 2019.

Motion by S. Schneider, supported by T. Antonelli to accept the resignation of T. Pepper effective immediately. Motion PASSED unanimously.

New Business (Cont.)

B. Resignation letters from T. Pepper and T. Antonelli

Motion by S. Schneider, supported by L. Kniesteadt to accept the resignation of T. Antonelli effective August 28, 2019.
Motion PASSED unanimously.

C. DDA Informational Meeting – (PA57 – Public Act 57)

Director Schall gave an update to the DDA Board regarding the Informational Meeting she held before the DDA Board Meeting. Director Schall updated 8 attendees on the status of various projects that have taken place and that will be taking place. Meeting was for 30 minutes.

Old Business:

A. Update of DDA Parking Lot

As of this meeting, the only new information that I received was an invoice, that was presented for payment.

B. Update Storage Locker/Shipping Container

It was the consensus of the DDA Board to have Director Schall investigate the cost to seal the roof of the DDA shipping container so that we can continue to use the container without damaging any of the items in the container. Director Schall reached out to Dave from Dupont Roofing and he was able to supply a quote and description as to what would be done to the shipping container so that it would not leak in the future. Mr. Dupont stated that he would install a rubber roof over a 9 x 40 shipping container at a cost of \$1,000.

Motion by S. Schneider, supported by M. Breen to approve Director Schall to hire Dupont Roofing to install a rubber roof over the 9 x 40 shipping container with a cost not to exceed \$1,000. Motion PASSED unanimously

C. Heritage Festival - Update

Director Schall held the first Heritage Festival Meeting for volunteers and the outcome was low. Despite the turnout, things are moving along nicely.

D. Update on Streetscape Project

Director Schall informed the DDA Board that the bids for the Streetscape Project are due in on July 25th and that she will report at the next DDA Meeting on August 28th the outcome of the bids.

Meeting was adjourned at 8:12pm



Steve Schneider, Secretary