

Kim Schall, DDA Executive Director
Mike Bohm, Chairman
Michele Breen, Vice Chairman
Steve Schneider, Secretary
Traci Pewinski, Treasurer

VILLAGE OF ALMONT
DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES
September 22, 2021
Almont Municipal Building

Lisa Kniesteadt, Board Member
Andy Roosa, Board Member
Christy Yarbrough, Board Member
Paul Randazzo, Board Member
Clinton Farley, Board Member

Members Present: M. Bohm, M. Breen, A. Roosa, P. Randazzo, S. Schneider, C. Yarbrough

Members Absent: T. Pewinski, L. Kniesteadt, C. Farley

Guests Present: J. Yarbrough, A. Edwards, W. Glasser and 10 students

Meeting was held at the Almont Municipal Building

The meeting was called to order at 7:03pm by Chairman M. Bohm

Additions/Deletions to Agenda:

Expenses:

A. Creative Awards – T- Shirts, Plaques and Trophies	\$3,100.50
B. Roots – Car Show Vouchers (17 @ \$7 = \$119)	\$ 119.00
C. Village of Almont – Garbage Cans	\$ 329.85
D. RCI Electrical Contracting, Inc. – Fixing Streetlights	\$ 450.00
E. Kim Schall – Zip ties for the Cornstalks	\$ 36.65
F. The Rustic Bluebird – Car Show Vouchers (4 @ \$7 = \$28)	\$ 28.00
G. Buccilli's – Car Show Vouchers (4 @ \$7 = \$28)	\$ 28.00
H. Mikey's – Car Show Vouchers (23 @ \$7 = \$161)	\$ 161.00
I. Saving Grace Miniature Horse Rescue	\$ 100.00
J. Charlie Brown's – Michele Breen – Car Show Vouchers (2 @ \$7 = \$14)	\$ 14.00

TOTAL: \$4,367.00

Regular Agenda:

- A. Holly Day Light Parade – Saturday, December 4th 7pm
- B. Band for Heritage Festival 2022
- C. Memo from Director Schall regarding donating flags to the Almont Community Park Board

Communication: None

Public Comments: J. Yarbrough approached the DDA Board regarding the Snow Plowing and Salting for the CBD. Mr. Yarbrough voiced his concerns and why the DDA should continue to remove the snow and salt the CBD Sidewalks.

Ms. Edwards approached the DDA Board and also voiced her concerns as an employee for a local business that the CBD Sidewalks be clear and safe for the Community.

Approval of Minutes:

Motion by S. Schneider, supported by A. Roosa to approve the minutes from the August 25, 2021 Regular Board Meeting. Motion PASSED unanimously.

Approval of Bills Payable:

1. Kim Schall – Heritage Festival Garbage Bags	\$ 30.71
2. American Tree	\$ 1,700.00
3. Kim Schall – Heritage Festival	\$ 69.73
4. Kim Schall – Heritage Festival	\$ 14.82
5. Tri-City Times – Advertising Heritage Festival	\$ 210.00
6. Village of Almont - Street Lights	\$ 297.01
7. Janice Robatchka – Heritage Festival	\$ 100.00
8. Village of Almont – DDA Wages	\$ 2,125.02
9. Village of Almont – DPW Charges	\$ 146.74
10. Kim Schall – Car Show	\$ 42.19
11. Touma, Watson, Whaling, Coury, Stremers, P.C. – Parking Lot	\$ 487.50
12. Touma, Watson, Whaling, Coury, Stremers, P.C. – Parking Lot	\$ 500.00
13. Kim Schall – Heritage Festival	\$ 38.76
14. Kim Schall - Mileage – Court Hearing (9-20)	\$ 15.96

TOTAL AMOUNT DUE: \$ 5,778.44

Motion by S. Schneider, supported by P. Randazzo to approve the bills payable in the amount of \$10,145.44, which includes the additional expenses of \$4,367.00. Motion PASSED unanimously.

Treasurer's Report:

Statement of Revenue & Expenses prepared by Lapeer Development Corporation for the Two Month's ending August 31, 2021.

Treasurer T. Pewinski was absent so there was no bank balance to be reported. This item was tabled.

Motion by A. Roosa, supported by S. Schneider to approve the Statement of Revenue and Expenses, Profit & Loss Budget vs Actual Statement and the Balance Sheet as prepared by LDC for the Two Month's ending August 31, 2021. Motion PASSED unanimously.

Director's Report:

● **Banners/Downtown**

1. Fall Banners will be installed and American Flags will be removed this month.
2. Looking into getting Corn Stalks donated to line the light posts downtown.
3. Almont Football Team will be putting the football flowers on the lamp post the end of September.

● **Heritage Festival & Classic Car Show**

1. Received and responded to phone calls regarding the car show, vendors and sponsorship application.
2. Mailed out and typed up all receipts for the Car Show, Vendors and Sponsorships.
3. Coordinated Food Trucks, Beer Tent, Vendors and all activities.
4. Working with A. Roosa to install Festival Banners around town.
5. What a huge success this year was. With 155 cars and 23 vendors along with the Beer Tent it was a wonderful and successful event.

Director's Report (cont.):

- **Annual Holly Day Light Parade on December 4th, 2021**

1. This event will be held on Saturday, December 4th. We will start to prepare for this in October.

- **Downtown Information**

1. Working with Superior to get an estimate of what it would cost for the Elevated Sidewalk Project.
2. Working with American Tree to add additional plants around the Trees so that it looks a bit fuller in the Spring.
3. Burr Oak Properties have completed the work on the buildings and they look awesome. They also have all their new buildings occupied.

- **Business Update**

1. Will be holding a Second Informational Meeting on December 15th as part of the DDA Public Act 57.

New Business:

A. Cornstalks for Downtown and Scarecrow Decorating Contest

Director Schall informed the board that due to lack of time to move forward with the Scarecrow Contest, Paula Alfonsi has volunteered to put 200 cornstalks around the light posts downtown this coming weekend or next week.

W. Glasser and A. Roosa have teamed together to work on getting the Scarecrow Flyer ready and the frames to be able to put together a Scarecrow Contest for the community. It will be called "Hollywood".

B. DDA Board Member Stepping Down

DDA Chairman M. Bohm has submitted his letter to step down from his position as DDA Chairman, but remain on the Board until his term expires on March 31, 2022, at that point he will decide whether to stay on.

S. Schneider suggested that the DDA Board postpone appointing a new Chairperson until we have a minimum of 8 (eight) Board Members present.

It was the consensus of the DDA Board to postpone appointing a new Chairperson until the October 27th Board Meeting.

C. Holly Day Light Parade – December 4th

It was the consensus of the DDA Board to move forward with the Annual Holly Day Light Parade on December 4th, but to be aware of the COVID situation in case the Parade needs to be cancelled.

C. Yarbrough suggested to the DDA Board that Yarbrough Insurance Group would like have Santa and Mrs. Claus at their business before the Holly Day Light Parade. C. Yarbrough is also looking into a new Santa Letter Drop Box.

Director Schall to confirm Santa and Mrs. Claus for the evening.

M. Bohm informed the DDA Board that he will have a Toy's for Tots collection box at his business (Creekside Hearth, Patio & BBQ).

New Business (cont.):

D. Band for the Heritage Festival 2022

Discussion was held regarding the location of the band and the beer tent for September 16th and 17th 2022. Discussion has been held with the Family Tradition Band and the cost would be \$2,600 for Friday night as they are already booked for Saturday night and we would need to look into filling that spot.

E. Donating Banners to the Park Board

Discussion was held regarding donating old Banners to the Almont Community Park Board in accordance with Resolution No. 210-06-01. The DDA would donate for of each season as well as 4 of the Concert in the Park Banners.

Motion by P. Randazzo, supported by M. Breen to donate the above stated Banners to the Almont Community Park Board. Motion PASSED unanimously. A. Roosa abstained.

Old Business:

A. Heritage Festival

Director Schall provided an update to the DDA Board that it was a very successful event and that she will have final numbers at the October 27th DDA Board Meeting.

Director Schall made a recommendation to the DDA Board that Mr. W. Glasser did a fantastic job with the car show and she felt that Mr. Glasser should be paid more than \$300 as the Car Show Coordinator.

Motion by C. Yarbrough, supported by M. Breen to approve the \$300 payment to Mr. Glasser, but to also purchase a \$100 gift card from a local restaurant for his outstanding work on the Classic Car Show. Motion PASSED unanimously.

B. DDA Parking Lot Update

Director Schall updated the DDA Board of the outcome of the Court Hearing on Monday, September 20th. The Plaintiff (Business Enterprenuers – Steve Francis) has decided to appeal. This process will take approximately 8 months to a year. But in the meantime, Judge Holowka order Mr. Francis to pay a \$5,000 cash surety bond to the court.

C. Parking Lot Agreement with First Congregational Church

DDA Director informed the Board that the Village Council was able to review the Parking Lot Agreement and approved for the DDA to move forward with executing the Parking Lot agreement.

Old Business (cont.):

D. Elevated Sidewalk Project

Director Schall updated the board on the status of the Elevated Sidewalk Project and that she is working with ROWE Professional Services to provide a Work Agreement to Superior Contracting Group for them to finish the final phase of the Streetscape Project.

Discussion was also held regarding caps on the wall of the Elevated Sidewalk project. The DDA Board wants to make sure that the caps match. Director Schall will meet with Superior to confirm all the work that is being done.

Motion by S. Schneider, supported by C. Yarbrough to move forward with a sum not to exceed \$74,000, if we need new caps. Motion PASSED unanimously

E. CBD Snowplowing of Sidewalks

Director Schall provided the DDA Board with a quote from Yard Services, Inc. to plow & salt the First Congregational Church Parking. This would need an amendment to add to the contract. The current Snowplowing Contract ended on May 1, 2021 with an Option to renew for two additional years.

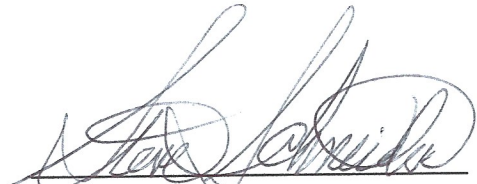
Discussion was held regarding the plowing of the Kommunity Kracker Barrel since the Parking Lot Agreement has ended. It was the consensus of the DDA Board that Director Schall speaks with Sail Dawood (owner of the Kommunity Kracker Barrel) and informs him that the DDA will continue to plow his parking lot as a courtesy, to then allow the DDA to use it for Municipal Parking when needed and also for the Festival/Holly Day Light Parade.

DDA Board Comments:

- P. Randazzo – None
- C. Farley - Absent
- M. Bohm – None
- L. Kniesteadt - Absent
- S. Schneider – None
- C. Yarbrough - None
- A. Roosa – None
- M. Breen - Informed the DDA Board that they have sold Charlie Brown's
- T. Pewinski – Absent
- K. Schall - None

Motion by P. Randazzo, supported by M. Breen to adjourn the meeting. Motion passed unanimously.

Meeting was adjourned at 9:10pm.



Steve Schneider, Secretary