

**VILLAGE OF ALMONT
DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES
May 24, 2017**

Members Present: T. Roach, L. Zarate, M. Bohm, M. Breen, M. Ciampichini, T. Antonelli

Members Absent: J. Nuculovic, C. Kinkade, S. Schneider, T. Pepper

Others Present: K. Schall

Guests: 1

Meeting was held at the Almont Municipal Building.

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

Additions/Deletions to Agenda: Review of 2016/2017 DDA Budget to make necessary adjustments.

Public Comment: None

Approval of Minutes:

Motion by L. Zarate, supported by M. Bohm, to accept the minutes of the April 18, 2017 Re-Scheduled Board Meeting as presented. Motion carried unanimously.

Approval of Bills Payable:

1) Village of Almont DDA Wages	\$1,337.01	10) Village of Almont (St. Lgts)	\$ 123.66
2) Yard Services	\$ 275.00	11) Kim Schall – Printer Ink	\$ 104.93
3) Tri-City Times (Shop Local)	\$ 35.00	12) Universal Sound (Car Show) **	\$ 50.00
4) American Tree	\$ 800.00	13) North Branch Rent All ***	\$ 400.00
5) Kim Schall – Phone	\$ 30.00	14) Scott’s Lawn Maint. (Snow)	\$2,930.00
6) Village of Almont (Ofc. Phone)	\$ 39.20	15) ROWE Professional Services	\$5,760.00
7) Village of Almont (Legal Fees)*	\$ 37.50	16) Kim Schall – YOMS	\$ 18.00
8) Village of Almont (Gliniski Lot)	\$ 13.40		
9) Village of Almont (St. Lgts)	\$ 173.19		

* ROWE Phone Conversation with Village Attorney pertaining to the Alley Way Project Signature Book.

** Deposit for the 2017 Heritage Festival Car Show Sound Production

*** Deposit for the 2017 Heritage Festival Beer Tent tables, chairs, etc.

Total to be approved: \$ 12,126.89

Motion by M. Breen, supported by L. Zarate, to approve the bills payable in the amount of \$ 9,196.89 and to withhold paying Scott’s Lawn Maintenance in the amount of \$2,930.00, until the weather can be verified for March 13, 14 17 & 30th, 2017. Motion carried unanimously.

Treasurer’s Report:

Motion by M. Bohm, supported by L. Zarate to approve the Statement of Revenue & Expenses for the ten months ending April 30, 2017. Motion carried unanimously.

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Director's Report:

K. Schall provided updates on various DDA projects and activities for the month of April. With over 60 volunteers, the 4th Annual Downtown Spring-Clean up day was a huge success. The Alley Way Project is moving along and completion date will be around July 15, 2017. Working on the Heritage Festival vendor applications, car show information.

New Business

DDA 2016-2017 Budget Amendments

Motion by T. Antonelli, supported by L. Zarate to approve the changes to the existing 2016/2017 budget. Motion carried unanimously.

DDA 2017-2018 Budget Approval

Motion by T. Antonelli, supported by L. Zarate to delay the approval of the DDA 2017/2018 Budget until a meeting has been set-up with Patricia Lucas to review the budget and answer questions. Motion carried unanimously.

DDA 2017-2018 Meeting Dates

Motion by M. Bohm, supported by T. Antonelli to approve the DDA 2017/2018 Meeting Dates. Motion carried unanimously.

July 26
August 23
September 27
October 25
November 15
December 20
January 24
February 28
March 28
April 25
May 23
June 27

Almont Façade Corporation

Motion by M. Breen, supported by L. Zarate to approve T. Roach, P. Lucas and T. Antonelli as the authorize signers on the Almont Façade Corporation check book. Motion carried unanimously.

T. Antonelli and K. Schall will schedule a meeting to meet with P. Lucas to discuss the Almont Façade Corporation.

Alley Way Project – Landscaping/Snow Removal Quote (Yard Services)

Motion by T. Antonelli, supported by L. Zarate to approve Yard Services at a rate of \$20 per cut to maintain the grass sections in the Alley Way Project. Motion carried unanimously.

The Board agreed that the Snow Removal/salting for the Alley Way Project will be addressed when the Snow Plowing/Salting bid goes out in September 2017.

Heritage Festival Banner/Sign Procedures/Ordinances

K. Schall will look into the Sign Ordinances and applications that need to be completed in order to display signs around town.

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Commercial Vehicle Ordinance

The DDA Board has reviewed the information that was supplied to them pertaining to the Commercial Vehicle Ordinance and it was the consensus of the DDA Board that the Village of Almont does not currently need a Commercial Vehicle Ordinance at this time. The DDA Board feels that it will hurt our local businesses that have deliveries at all times during the day and to restrict certain hours, that would not work.

Once the business is up and running and there has been ample time to evaluate the amount of Commercial traffic to that area, then it should be re-evaluated at that time.

Mandy J Florist – Façade Grant

Motion by T. Antonelli, supported by L. Zarate to decline a façade grant to Mandy J Florist as it does not fall under the Façade Grant Guidelines. Motion carried unanimously.

Old Fire Hall Parking Lot - (Parking Ordinance (125.2))

It was the consensus of the DDA Board that the DDA needs to review the Parking Ordinance for Car Pooling and look into getting signs to indicate where the public/residents can park if they wish to Car Pool.

Old Business

Alley Way Project Update

K. Schall gave an update as to the status of the project. Everything is completed except for the light posts, they are due to arrive mid June, 2017. The project is still on schedule with a mid July completion date. The businesses are very happy with the look and the fact that it did not take as long as they thought. K. Schall mentioned to the DDA Board that it might be a good idea to plant a few smaller bushes, ornamental trees to give the area some color and a complete finished look.

Glinski's Lot with the Electric Meter


K. Schall & T. Roach gave an update regarding the Electric Meter that was on the Glinski lot and used for the previous Heritage Festivals. The meter has been transferred over to Dollar General and the DDA should be receiving a final electric bill within the next couple of weeks.

Heritage Festival

K. Schall gave an update on the status of the Heritage Festival. The meeting that was held tonight only had 3 people show up, despite the advertising of the meeting date and time. K. Schall mentioned that there would not be a 5K run this year as the Robotics team is preparing for a State Tournament and they are the ones that would be running it. It was also mentioned that the Robotics would be a no show as well. Still no one to coordinate the Classic Car Show, which means if we do not get anyone to coordinate and run the Classic Car Show, it will be cancelled. Tina's Ponies is also a no, along with Teen Battlefield.

Next Heritage Festival Meeting is June 28th at 6:00pm at the Village of Almont Municipal Offices.

Meeting was adjourned at 8:57pm


Steve Schneider, Secretary

K. Schall, DDA Director
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