

**VILLAGE OF ALMONT
DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES
April 27, 2016**

Members Present: T. Roach, J. Vanecek, T. Pepper, J. Nuculovic, L. Zarate, C. Kinkade, S. Schneider, A. Dettmer

Members Absent: M. Bohm, M. Breen

Others Present: N. Boxey

Guests: 8

Meeting was held at the Almont Municipal Building.

The meeting was called to order at 7:04 p.m. by Chairperson T. Roach

Additions/Deletions to Agenda: None

Public Comment: None

Approval of Minutes:

Motion by J. Vanecek, supported by S. Schneider, to accept the minutes of the March 23, 2016 Regular Board Meeting as presented. Motion carried unanimously.

S. Schneider commented that he had received a personal phone call from Rep. Howell as follow-up to the letters sent regarding pending DDA legislation. Rep. Howell confirmed the he is very supportive of DDA's and will work hard to defeat any potential changes to the legislation.

Approval of Bills Payable:

1) Nancy Boxey	\$30.00	8) Village of Almont	\$39.28
2) Nancy Boxey	\$123.34	9) Tri-City Times	\$191.25
3) Nancy Boxey	\$45.95	10) View Newspaper	\$307.00
4) Village of Almont	\$3,197.21	11) Yard Services	\$275.00
5) Village of Almont	\$39.21	12) American Tree	\$789.00
6) Village of Almont	\$303.21	13) Wendy Pountney	\$95.00
7) Village of Almont	\$36.23		

Total to be approved: \$ 5,471.68

Motion by S. Schneider, supported by T. Pepper, to approve the bills payable. Motion carried unanimously.

Treasurer's Report:

The cash flow statement for March 2016 was reviewed. Current account balance is: \$238,492.34.

Motion by S. Schneider, supported by T. Pepper 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 March. With over 60 volunteers, the 3rd Annual Downtown Spring-Clean up day was a huge success. A decision should be forthcoming soon regarding the status of the USDA-RBDG grant application for the alleyway project. The site inspection visit for the recertification process for the Almont Research and Industrial Park was conducted.

Dollar General Design Review

A review of the submitted site plan for a proposed Dollar General Store on the vacant lot on the corner of School St. and Van Dyke was held per the requirements of the Almont Zoning Ordinance. Action was taken for providing recommendations to the Almont Planning Commission.

Motion by C. Kinkade, supported by S Schneider that the proposed site-plan and design be amended to comply with those Architectural Design Standards identified by Rowe Engineering as being non-compliant. Motion carried unanimously.

Motion by C. Kinkade, supported by T. Pepper that based on the review of the submitted architectural rendering, the DDA has identified similar Dollar General properties which more closely resembles the type of design elements to be incorporated, including but not limited to the addition of windows and awnings along the East (Van Dyke) elevation and that pictures of designs identified be provided to the Planning Commission. Motion carried unanimously.

Motion by C. Kinkade, supported by J. Vanecek that depending on the number and design of parking lot lighting, the DDA requests that Dollar General consider the possibility of relocating the decorative lamppost on the corner of School Street and Van Dyke. Given the potential for significant semi-truck traffic and deliveries and the width of the street, this post faces the potential for significance opportunities for damage.

Ayes: 7

Nays: 1 (T. Pepper)

Abstentions: None

Motion carried

Motion by S. Schneider, supported by C. Kinkade to recommend to the Planning Commission that this site plan is not ready for review or approval at this time. Motion carried unanimously.

Dumpster Project Update

N. Boxey provided an update regarding the construction status of the approved dumpster enclosure. The contractor has contacted the DDA and has indicated that there remains a shortage of the appropriate colored split-face block and that at this time he is unable to acquire the necessary construction material. N. Boxey has been in discussion with Rowe Engineering and the contractor to identify alternative products and obtain the necessary pricing adjustments for use of these. Options include staining natural split-face block, utilizing a "quick-brick" or traditional brick or seeking an alternate design such as fencing/wood. J. Vanecek indicated that she has done some additional checking with suppliers and they confirm this shortage of material. N. Boxey to provide updated options and estimates at the regular DDA meeting in May.

2016 Almont Heritage Festival

T. Roach discussed with the board that based on an impending sale of the current festival property and the need to submit a liquor license application, an executive decision needed to be made regarding the location of the 2016 Almont Heritage Festival. The festival will be held in the new parking lot on the SW side of Van Dyke and will utilize the lot, Branch Street and Burley Park. Additional space will be provided by the library. The car show will remain on E. St. Clair and in the Congregational Church parking Lot. There will be a need to relocate the temporary power panel for this event.

Meeting was adjourned at 8:16 pm

Steve Schneider, Secretary