

**VILLAGE OF ALMONT
DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES
May 28, 2014**

Members Present: M. Breen, T. Pepper, T. Antonelli, C. Kinkade, T. Roach, L. Zarate, A. Dettmer, M. Bohm
(arrived at 7:23 pm)

Members Absent: S. Schneider

Others Present: N. Boxey

Guests: 0

Meeting was held at the Almont Municipal Building.

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

Additions/Deletions to Agenda:

Bills Payable: Tri-County Bank - \$10.60

Public Comment: None

Approval of Minutes:

Motion by C. Kinkade, supported by M. Breen to accept the minutes of the April 23, 2014 Regular Board Meeting as presented. Motion carried unanimously.

Approval of Bills Payable:

1. Nancy Boxey	\$30.00
2. Dryden Township	\$10.00
3. Vinckier Foods	\$29.78
4. Buccillis	\$37.00
5. RLA Studio	\$500.00
6. Village of Almont	\$30.56
7. Village of Almont	\$11.04
8. Village of Almont	\$2,412.87
9. Village of Almont	\$125.00
10. Village of Almont	\$57.14
11. Village of Almont	\$236.51
12. Village of Almont	\$250.00
13. Landscape Direct	\$1,358.50
14. Economic Club of Lapeer	\$20.00
15. Mandy J Florist	\$13.50
16. North Branch Rent-All	\$400.00
17. LSL Planning	\$282.50
18. Fun With Sparkles	\$375.00
19. Tri City Times	\$30.00
20. Nancy Boxey	\$213.60
21. Tri-County Bank	\$10.60
Total to be approved:	\$ 6,433.60

Motion by C. Kinkade, supported by T. Pepper, to approve the bills payable. Motion carried unanimously.

Treasurer's Report:

The cash flow statement for April was reviewed. The current DDA account balance is \$76,984.26 with \$37,924.83 representing the remainder of funds available for the current fiscal year.

Motion by C. Kinkade, supported by T. Pepper to approve the Treasurer's Report as presented. Motion carried unanimously.

Director's Report:

N. Boxey provided updates on various DDA projects and activities for the month of May. The first YOMS community clean up day went well and we had several businesses step up and sponsor this event.

2013-2014 DDA Budget Amendments

Motion by M. Bohm, supported by C. Kinkade to approve the 2013-2014 DDA budget amendments as presented. Motion carried unanimously.

2014-2015 DDA Budget

Motion by C. Kinkade, supported by T. Pepper to approve the 2014-2015 DDA budget as presented. Motion carried unanimously.

Façade Improvement Grant Request -113 S. Main

Motion by M. Bohm, supported by T. Pepper to approve a façade improvement grant request for 113 S. Main for \$2,075.00. Motion carried unanimously.

DDA Development Plan Update

N. Boxey presented the board with copies of the updated DDA Boundary map which was completed by Rowe Engineering. Work is now being started to identify the parcels for the proposed expansion to begin putting together a new legal description and map for approval. LSL Planning is still working on the draft DDA plan.

Almont Elementary Building Adaptive Reuse Feasibility Study

Motion by T. Pepper, supported by C. Kinkade to direct N. Boxey to distribute an Almont DDA letter of support for exploring the possibilities of developing a multiple use municipal complex in partnership with other local stakeholders and to distribute this letter to appropriate committee members and funding sources. Motion carried unanimously.

June 25, 2014 Regular Board Meeting

N. Boxey reminded the board that she will be unavailable for the June 25, 2014 board meeting. Members discussed that this would normally take place two days before the Almont Heritage Festival. N. Boxey further shared with the board that there is a need for a Special Meeting of the board for the purposes of reviewing the DDA Development Plan draft updates. Motion by L. Zarate, supported by M. Breen to cancel the June 25, 2014 regular meeting of the DDA and to schedule a special meeting of the board on July 8, 2014. Motion carried unanimously.

Almont Heritage Festival

N. Boxey discussed with the board the current status of the Almont Heritage Festival. A meeting was held with the site coordinator, H. Lowell and T. Roach and logistics are being worked out. We are still in need of vendors. A final schedule will be developed by Monday, June 2nd and the flyers/posters will be printed.

Michigan Rural Council – Community Assessment Report

Board members were presented with a copy of the completed Michigan Rural Council assessment report from their community visit for review.

Meeting was adjourned at 8:43pm

Steve Schneider, Secretary

Nancy Boxey - DDA Director

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