

**VILLAGE OF ALMONT
DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES
October 22, 2014**

Members Present: T. Roach, M. Breen, L. Zarate, C. Kinkade, S. Schneider, T. Pepper

Members Absent: M. Bohm, T. Antonelli, A. Dettmer

Others Present: N. Boxey

Guests:

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: None

Public Comment: None

Approval of Minutes:

Motion by C. Kinkade, supported by T. Pepper to accept the minutes of the September 24, 2014 regular Board Meeting as presented. Motion carried unanimously

Approval of Bills Payable:

1. Nancy Boxey	\$30.00
2. Page One Printing	\$83.71
3. Michigan Downtown Assn	\$200.00
4. Michigan Downtown Assn	\$150.00
5. Landscape Direct	\$102.74
6. American Tree	\$1,493.75
7. Greg Kamego	\$2,000.00
8. King and King	\$500.00
9. Ann Bratkowski	\$2,075.00
10. Standard Office Supply	\$7.49
11. Village of Almont	\$448.61
12. Village of Almont	\$2,361.30
13. Village of Almont	\$53.18
14. Village of Almont	\$632.21
15. Village of Almont	\$29.24
16. Village of Almont	\$300.00
17. Village of Almont	1,261.17
18. Taylor, Butterfield	\$253.41

Total to be approved: \$ 11,981.81

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

Treasurer's Report:

The cash flow statement for September of 2014 was reviewed. Approval of Treasurer's Report tabled due to absence of Treasurer T. Antonelli.

Director's Report:

N. Boxey provided updates on various DDA projects and activities for the month of October. The Almont Village Council unanimously approved the updated DDA Development and TIF Plans and extended the DDA until 2034. They also unanimously approved the first reading of the proposed DDA District boundary expansion. The final ordinance adoption will take place on December 2, 2014. A grant application in the amount of \$94,000 was submitted to MSHDA for two (2) new rental-rehab units to be developed at 132 S. Main.

Façade Improvement Grant Application – 133 N. Main (Chicky's Paradise Saloon)

A new grant application was submitted with an updated design provided by RLA Studios as well as contractor pricing. Board members discussed that this would utilize the remaining 2014-2015 Façade Assistance Funds and that future projects would not be able to be approved unless we have a budget surplus in our winter snow plowing line item.

Motion by S. Schneider, supported by C. Kinkade to approve a Façade Assistance Grant in the amount of \$2,000.

Ayes: 1 (C. Kinkade)

Nays: 5

Motion Failed

Motion by S. Schneider, supported by T. Pepper to approve a Façade Assistance Grant for 133 N. Main in the amount of \$2,400.

Ayes: 5

Nays: 1 (C. Kinkade)

Motion passed

N. Boxey provided an update on the progress and design changes for Burr Oak Properties. She shared that the owner has stated that the property at 134 S. Main would be unable to structurally support an awning and they intend to eliminate that from the design portion and include a blade sign in lieu. Board members discussed the changes and reached consensus that this new design would not affect funding.

2014 Holiday Decorations

N. Boxey presented a quote from American Tree to install and maintain the holiday decorations for this upcoming season. The pricing reflects a \$1,000 increase due to materials needed and increased labor costs. Board members expressed concern that this fall beyond our budgeted amount and requested that N. Boxey discuss the proposal with American Tree to see where adjustments may be necessary or appropriate. They also requested actual material costs for lights and asked that an alternative source of supply be researched.

Approval of this quote was tabled until further information is provided. N. Boxey to provide updated information to Board members when received to determine if a consensus can be reached.

Holly Day Light Parade

The date for the parade was confirmed for Saturday, December 6th. Mandy J Florist will host Santa following the parade as part of their Grand Opening celebration that day. Board members discussed the need to set more defined judging and parade entry theme criteria in response to feedback from past participants. T. Pepper agreed to work on developing these guidelines.

December DDA Budget Workshop and Board Dinner

This item was tabled until the November DDA Board meeting

Meeting was adjourned at 9:20 pm

Steve Schneider, Secretary

Nancy Boxey - DDA Director
October 22, 2014