



**Alto Downtown Development Authority
Bowne Township, Michigan
Minutes
November 3, 2025**

- ❖ Meeting opened at 7:00pm by Sandy
- ❖ Members present - Sandy, Jen, Pat, Eva, Donna, Randy
 - Members absent - Beth, Nancy
 - Guests present - Rick Wilkie, Terry McCain, Angela Kinney
- ❖ Motion to approve the October, 2025 minutes made by Donna, seconded by Jen - APPROVED
- ❖ Treasurer's report made by Jen (see attached Treasurer's Report)
 - Motion to approve payment of regular and special bills made by Donna, seconded by Eva - APPROVED
 - Motion to approve \$100 petty cash for the library - none needed at this time
 - Motion to approve the transfer of funds - none needed at this time
 - Motion to approve the treasurer's report made by Eva, seconded by Pat - APPROVED
- ❖ Township report made by Randy
 - Election tomorrow
 - Randy reviewed the Alto town parking directly behind the library
 - All parking in Alto is public and on a first come first serve basis, even behind the library
 - He talked with Alto Auto about possibly giving one of their spots up for the renter next door - it was left with them to decide
 - 64th Street is being patched between M50 and Timpson
 - The road commission will reevaluate in the spring to decide if the road needs to be repaved
- ❖ **Old Business**
 - Facilities Report (see attached Facilities Report) - Pat reported that the lower right plugs on the electrical station keep tripping the breaker - Jen to look into this
 - Parking - All parking in Alto is public and on a first come first serve basis, even behind the library
 - DDA website - Pat commented that the new website is a huge improvement - Alto Events are posted there

❖ **New Business**

- Alto Meadows Christmas Community Celebration (December 13, 6:00-8:00)- Rick Wilkie discussed their plans for the celebration and talked about wanting to coordinate as much as possible with the Alto Community - there was discussion
 - Alto Meadows will have a hay ride that goes down Bancroft, through town, and back - they will also have activities at their pump house (where the hay rides will start)
 - The DDA will have a few fire pits at the park and serve hot chocolate to the riders (Jen)
 - The DDA will decorate the park gazebo (Sandy, Eva, Pat)
 - It was also suggested that a local church may want to sing Christmas carols (contacts given to Rick)
 - Rick will draw up a more detailed plan of celebration events
 - A motion to spend up to \$200 for the Alto Meadows Community Celebration was made by Donna, seconded by Jen - APPROVED
- The Alto Lions Christmas is December 13 (10:00-12:00)

❖ Visitor's Comments

- NONE

❖ Member's Comments

- NONE

- ❖ Motion to adjourn the meeting made by Jen, seconded by Donna - ADJOURNED

- ❖ [The next meeting will be December 1, 2025 at 7:00 at the Library](#)

Respectfully submitted by Patricia K. Sinen, Secretary



Accrual Basis

Type	Date	Num	Name	Memo	Cir	Split	Amount	Balance
New High Yield Checking Account								
Deposit	10/6/2025		Bowne DDA	Deposit	X	New Public Fu...	-30,000.00	291,976.55
Deposit	10/10/2025			Deposit	X	Other Inc	770.00	211,976.55
Deposit	10/27/2025			Deposit	X	Bowne Twp T...	123,613.21	212,746.55
Deposit	10/31/2025			Interest	X	Interest Inc	52.04	336,359.76
Total New High Yield Checking Account							44,435.25	336,411.80
TOTAL							44,435.25	336,411.80

Accrual Basis

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
New Public Fund Checking								
Check	10/6/2025	3571	KV Landscapes	2025/2026 S...	X	Snow Plow Se...	-6,550.00	4,542.83
Check	10/6/2025	3572	Lynn Droog	September cl...	X	Library Mainte...	-460.38	-2,007.17
Check	10/6/2025	3573	John Houweling	Pavilion Paint...	X	Community Im...	-2,500.00	-2,467.55
Check	10/6/2025	3574	Granger		X	Library Mainte...	-20.68	-4,967.55
Check	10/6/2025	3575	GFL Environmental	October recy...	X	Community Im...	-564.85	-4,988.23
Check	10/6/2025	3576	Consumers Energy	September el...	X	Utilities	-412.77	-5,553.08
Check	10/6/2025	3577	Pat's Premier Lawn ...	Mowing plus ...	X	Lawn Mainten...	-665.00	-5,965.85
Check	10/6/2025	3578	Arrow Roofing	New roof	X	Library Mainte...	-66,694.00	-6,630.85
Check	10/6/2025	3579	Consumers Energy		X	Utilities	-31.61	-73,324.85
Deposit	10/6/2025			Deposit	X	New High Yiel...	80,000.00	-73,356.46
Check	10/23/2025	3580	Fleis and Vandenbr...	Invoice 73754	X	Library Mainte...	-1,881.00	6,643.54
Deposit	10/31/2025			Interest	X	Interest Inc	11.87	4,762.54
Total New Public Fund Checking							231.58	4,774.41
TOTAL							231.58	4,774.41

Alto DDA Bills for Payment - November 2025

Regular Bills

Consumers Energy	October library electric	\$	440.34
Consumers Energy	September park electric	\$	31.61
Lynn Droog	October cleaning & supplies	\$	389.29
Granger	Library and street trash collection - October	\$	22.75
GFL Environmental	Recycle dumpsters - November	\$	564.85
Total		\$	1,448.84

Special Bills

Fleis and Vandenbrink	Structural assessment of library	\$	1,881.00
Arrow Roofing	New library roof	\$	66,694.00
Total		\$	68,575.00

Total		\$	70,023.84
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Additional items

Total		\$	-
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**Financial Position with Anticipated Bills Paid (After Transfer)
Monday, November 3, 2025**

Public Checking	\$	3,356.18
High Yield Checking	\$	339,147.80
CD1 Maturing 5/9/26	\$	224,031.93
CD2 Maturing 5/9/26	\$	204,685.36
Total	\$	771,221.27

Alto Downtown Development Authority
Bowne Township, Michigan
Facilities Report
November 3, 2025

Library

Basement handrail – will complete by the end of the year
Roof – complete and warranty has been issued
Spray foam insulation – still need to get prices
Drywall repairs – Eva met with drywaller last week

Park

Gazebo roof and flooring – talked to Mike Mager to get price
Swings – parts are in and will be installed shortly

Path

Working on completing permits and railroad approval – new layout for ditch and storm sewer worked for EGLE and permit is in public review phase