

**Village of Howard City
Downtown Development Authority
Meeting Minutes
November 2, 2023**

Members Present: Campbell, Kilts, Parker, Gebhardt, VanWagner, Heckman, Williams

Members Absent with Notice: Baker

Members Absent without Notice: MacTavish

Others Present: Falcon, Kuzmik

Chairman Campbell called the meeting to order at 8:02 am.

The pledge of allegiance was given.

Motion by Heckman seconded by Williams to approve the minutes of the August 3, 2023, meeting. Motion CARRIED (7-0)

Public Comment: None

Motion by Heckman seconded by Parker to approve the Treasurer's report as presented. Motion CARRIED (7-0)

Sharon Ogren from Edgerton Giftery asked to be on the agenda and was not present. She expressed that she was not happy with the flowers downtown this year. Mr. Falcon stated there was a zone with water issues in which those plants died, and we did get new plants to replace.

A Façade Grant Application was presented for Heckman and Son Lawn Care and Snow Plowing to extend the original parking lot to Henkel Street at an approximate size of 50'x70'. After much discussion regarding the project, it was agreed that wording on the Façade Grant Application would be changed to include new exterior improvements. Motion by Parker seconded by Williams to approve the Façade Grant for Heckman and Son Lawn Care and Snow Plowing for \$5,000 with the addition of the new language of new exterior improvements to be added to the application. Motion CARRIED (6-0, Heckman abstain)

Motion by Parker seconded by Campbell to approve the 2024 DDA Meeting Schedule. Motion CARRIED (7-0)

Director Falcon updated the committee that after the approved grant during this meeting there is still \$20,000 available for grants yet this fiscal year.

Director Falcon informed the committee that we did not receive the Spark Grant for the Depot Renovations.

Director Falcon informed the committee that the second DDA information meeting will be held prior to the Village Council meeting on December 18 at 6:30 pm.

Motion by Heckman seconded by VanWagner to adjourn the meet at 8:48 am. Motion CARRIED (7-0)

Michael Falcon, Executive Director

Melissa Kuzmik, Clerk