

**Village of Howard City  
Downtown Development Authority  
Meeting Minutes  
November 1, 2018**

Members Present: Parker, Stevens, Baker, Veltman, Denton, Pease arrived late (8:18)

Members Absent with Notice: Kilts, Campbel, VanWagner, Heckman

Members Absent without Notice: MacTavish

Others Present: Falcon, Kuzmik

Chairman Stevens called the meeting to order at 8:11 am.

The pledge of allegiance was given.

Motion by Baker seconded by Parker to approve the minutes of the August 7, 2018, meeting. Motion Carried (5-0)

No public comment.

Treasurer's report was given.

Mattson's façade grant was paid out a couple of weeks ago as Rick Kilts finished his project.

Mr. Falcon informed the committee that the Montcalm Care Network building at 220 Edgerton needed to have new gutters put on the building as the old ones were failing.

Motion by Baker seconded by Pease to hire a part-time employee for the DDA with up to a \$15,000 budget to take care of the DDA district year round. Motion CARRIED (6-0)

Mr. Falcon wanted to inform the committee that he is working with the Village Council to develop a rental inspection program as there are rental units that fall within the DDA district.

Mr. Falcon welcomed Don Veltman to the committee. In following the Charter, Mr. Falcon informed the committee that they will be looking at appointments at the next meeting for the next fiscal year and they will be voting on a President. The President position will be voted on yearly with all other appointments having a staggered two-year term.

Mr. Falcon informed the committee that the bricks downtown will need to be resealed next year in order to preserve them as they are starting to chip.

Motion by Pease seconded by Stevens to adjourn the meeting at 9:00 am. Motion Carried (6-0)

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Michael Falcon, Executive Director

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Melissa Kuzmik, Clerk