

**Village of Howard City
Downtown Development Authority
Meeting Minutes
January 5, 2023**

Members Present: Campbell, Baker, Kilts, Heckman, Parker

Members Absent with Notice: Denton, MacTavish, VanWagner

Members Absent without Notice: None

Others Present: Falcon, Kuzmik

Chairman Campbell called the meeting to order at 8:00 am.

The pledge of allegiance was given.

Motion by Heckman seconded by Baker to approve the minutes of the November 3, 2022, meeting. Motion CARRIED (5-0)

Public Comment: None

Motion by Heckman seconded by Parker to approve the Treasurer's report as presented. Motion CARRIED (5-0)

Executive Director Falcon informed the DDA that the closing for the sale of the 220 E. Edgerton building was completed on December 28, 2022.

Executive Director Falcon stated the DDA Plan was passed by the Village Council at the December Council Meeting and certified copies were sent to appropriate taxing authorities. Chairman Campbell asked how to proceed using the DDA Plan. Discussion was held, and the Board would like to work on property acquisition, marketing, promoting Howard City businesses if the Chamber of Commerce does not come to fruition, and re-vamping the Façade Grant program increasing the amount applicants can receive along with updated application process. As for marketing, Mr. Falcon has already put an ad in Trail Magazine, sharing the cost of the ad with the Village of Howard City, which is distributed nationwide.

Executive Director Falcon updated the board on the application of the Spark Grant. The Grant was submitted; and we are now waiting to hear if we have been awarded the funds.

Executive Director Falcon stated that the final Façade Grants have been paid out for this fiscal year to Howard City Impact and The Brix LLC.

Public Comment: None

Executive Director Falcon stated the second DDA Informational Meeting was held at the last Village Council meeting on December 20, at 6:30 pm, thus meeting the meeting requirements for last year.

Motion by Baker seconded by Heckman to adjourn the meet at 8:45 am. Motion CARRIED (5-0)

Michael Falcon, Executive Director

Melissa Kuzmik, Clerk