VILLAGE OF MOUNT HOREB
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COMMUNITY DEVELOPMENT AUTHORITY AGENDA
Wednesday, September 11, 2024 at 6:00 PM

MEETING MINUTES

1) Call to order

Marc Schellpfeffer called the meeting to order at 6:00 PM. Members present were Todd Fritz, Ben Vondra, Ryan Czyzewski, Marc Shellpfeffer. Also present were Village Administrator, Nic Owen, Kristin Fish-Peterson & Office Assistant, Katie Jelle. Absent from the meeting were Andy Baber, Barb Case & Heidi Kopras.

2) Consent Agenda

There were no questions or comments regarding the information provided. Motion by Czyzewski to approve the Minutes & Consent Agenda, Second by Vondra. Motion Carried.

a. Consideration of July 10, 2024 Meeting Minutes

b. Economic Development Director's report

c. Mount Horeb Area School District report

d. Mount Horeb Area Chamber of Commerce report

3) Agenda Items

a. Presentation and Recomendation: Community Development Block Grant Pathways to Removing Obstacles to Housing (PRO Housing)

Fish Peterson presented the Community Development Block Grant Pathways to Removing Obstacles to Housing. Dane County is applying for a 5 million dollar grant to further affordable housing. The focus is to prepare communities with zoning, zoning code changes & preparing developers.

To qualify, zoning code updates will have to be made to further affordable housing and Mt Horeb would have to leverage a portion of acres to assign to affordable housing.

b. Recommendation on Residential Exterior Improvement Grant Application, Adam Melka, 302 N 2nd Street

Owen explained the application for 302 N 2nd Street. The applicant is applying for a total re-roof including decking, venting, underpayment & shingles. The application meets all of the requirements. Czyzewski motioned to approve the application, Fritz seconded the motion. Motion carried.

c. 2024 Residential Improvement Program Progress Update

Owen gave an update on the 2024 Residential Improvement Program progress. 4 applications have been approved. Another application was just received. There are still funds available for grant applicants to apply for.

d. Update on Parking Study Recommendations

Owen gave an update on the Parking Study Recommendations. The Parking signs have been installed, and the parallel spots on S 1st Street have been changed to angle parking. Parking lot signs have been ordered.

e. Update on Downtown Plan Updates

Owen & Fish Peterson met to do a walk through the trail corridor to see what visitors see & what is inviting. There were suggestions to add public art. Schellpfeffer suggested utilizing the bike path & encouraging people to come into town from the bike path.

f. Discussion on Wisconsin Economic Development Corporation Small Business Development Grant Webinar

Fish Peterson explained the Small Business Development Grant. 2 million dollars have been allocated in 2025. Grants are being made to Economic Development Organizations. Owen & Fish-Peterson attended a webinar to learn more about the details. If a grant was received, it would have to be used within 18 months for facade improvement, startups, expansions for small businesses with fewer than 25 employees.

The CDA agreed that there is not enough need for this now and to apply if or when there is more of a need.

4) Future Agenda Items

Schellpfeffer asked if ther is an opportunity or a time when the CDA will get to look at a draft of the updated zoning codes. Owen said that there is a plan to get the zoning codes out to the committees & departments. The time frame is 12-18 months.

5) Meeting adjournment.

Czyzewski moved to adjourn at 6:54 PM, Vondra seconded.