

Sparta Downtown Development Authority
MEETING MINUTES
FEBRUARY 12, 2019
156 E. DIVISION STREET, SPARTA, MI 49345

Meeting called to order at 7:45 am by Cheslek.

Members present: Potes, Cheslek, Potter, Shangle, Freeland, Dougan,

Members Absent: Jacobsen, Baker, Brown

Also Present: Morse, Suchy

Motion by Potes, second by Freeland to approve the Minutes of the December 11, 2018. All Approved.

Motion by Potes, second by Potter to approve the finance report. The DDA will hold the last payment on the exterior of the office until project is completed to satisfaction. All Approved.

Public Comment - None

Unfinished Business

New Business

- A. Sewer repair is estimated to begin end of March, estimated to be around \$8,000.

Executive Session None.

Business Director Report – staff reports are attached

- A. Request for the Village webpage featuring the DDA to include 501c3 Sparta Community Works and 501c6 Sparta Chamber of Commerce information for clarifications.
- B. Request for personnel committee to evaluate if The Hospitality and Events Coordinator Position should be employed through the Sparta Community Works instead of the DDA.

Public Comment

Being no further business, the meeting was adjourned by executive privilege at 8:27 am. Respectfully Submitted by Elizabeth Morse

- 1) Finish 194 E. Division (siding, landscaping, water problem/ sewer problem, roof, store front windows)
- 2) DTMJ Property: provide all manner of assistance for development on vacant parcel
- 3) Alt Oil Property: redevelop vacant parcel
- 4) Assist 201 E. Division on redevelopment opportunities / retail infill
- 5) Property Maintenance /Capital Improvement Plan: parking lot repaving, large Christmas Tree, crosswalk repair, trim downtown tree schedule, sidewalks, street lights, bricks in right of way downtown, etc.
- 6) Pocket Parklet Improvements
- 7) Elm Street Parking: address the gravel parking area