

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

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

Members present:, Cheslek, Jacobsen, Baker, Shangle, Freeland, Dougan, Brown, Lamb

Members Absent: Potes, Potter,

Also Present: Morse

Motion by Shangle, second by Freeland to approve the Minutes of the February 12, 2019. All Approved.

Motion by Lamb, second by Brown to approve the finance report. Request to have the Journal Report emailed out and printed out each month. All Approved.

Public Comment - None

Unfinished Business

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

B. Final payment for exterior siding submitted by Chris Free; Consensus to allow Baker to negotiate based on the other quote of labor needed to finish the project. Discussion on volunteer landscaping rear and front yard, consensus to plan a date to get community involvement to work on it;

New Business

A. Review of Property Enhancement Committee recommendation for the project at 10 Prospect, grant request for \$2,830, total project estimated at \$60,000. Motion by Lamb, second by Baker to approve the grant, Jacobsen, yes; Baker, yes; Shangle, yes; Freeland, yes; Dougan, yes; Brown, yes; Lamb, yes, Cheslek, yes. Motion Approved.

B. Review of Property Enhancement committee recommendation for the project at 201 E Division; project is approved by committee and recommended for approval, waiting on further documentation with estimates to proceed with grant.

Executive Session None.

Business Director Report

A. Reports attached.

Public Comment

Being no further business, the meeting was adjourned by executive privilege at 8:41 am. Respectfully Submitted by Elizabeth Morse

Goals 2019

- 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