

Sparta Downtown Development Authority  
MEETING MINUTES  
MAY 14, 2019  
160 E. DIVISION STREET, SPARTA, MI 49345

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

Members present: Cheslek, Baker, Shangle, Brown, Lamb, Potes, Potter

Members Absent: Freeland, Dougan, Jacobsen

Also Present: Morse

Motion by Potes, second by Lamb to approve the Minutes of the April 9, 2019. All Approved.

Motion by Potes, second by Shangle to approve the finance report. All Approved.

**Public Comment - None**

**Unfinished Business**

A. Motion by Brown, second by Potter to approve the Economic Development Operations Staff Procedures updated policy manual as presented. All approved.

**New Business**

Discussion of a building expansion request onto the vacant DDA owned parcel at 228 E. Division from adjacent property owner. Consensus the DDA would entertain options to look at building expansions from adjacent properties onto this parcel.

**Executive Session** None.

**Business Director Report**

A. Reports attached.

**Public Comment**

Being no further business, the meeting was adjourned by executive privilege at 8:30 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