

Sparta Downtown Development Authority
MEETING MINUTES
MAY 12, 2020
75 N. UNION STREET & REMOTE MEETING VIA ZOOM MEDIA

Meeting called to order at 7:46 am by Cheslek.

Members present: Cheslek, Freeland, Shangle, Lamb, Bush, Potter, Baker, Potes, Dougan

Members Absent: Jacobsen

Also Present: Elizabeth Morse, DDA Director; Dana Quick, Chamber president; Maryann Wright, Events President

Motion by Lamb, second by Bush to approve the minutes of March 10, 2020. All Approved.

Motion by Potes, second by Freeland to approve the financials. All approved.

Public Comment – None

Unfinished Business

- A. An update on the Town Square: the square will delay opening until after the Stay At Home Executive Order is ended and the buildings and tenants are able to open.
- B. Due to the Executive Order due to COVID 19 Pandemic, the Open House for the DeLange Harness Shop is delayed.

New Business

- A. Discussion on furlough of the Hospitality and Events Coordinator through Dec. 31, 2020; motion by Lamb, second by Baker to immediately furlough the Hospitality and Events Coordinator by 50% pay through Dec. 31, 2020 but to review Pandemic Recovery and current Executive Orders by Governor Whitmer each month to review furlough status.
- B. Property Enhancement Grant Recommendation by the Property Enhancement committee:
 - a. Property Enhancement Committee recommends grant award to 203 E. Division for exterior improvements including brick façade, clock installation, and signage for up to \$5,000.00. Motion by Lamb, second by Baker to approve. Motion approved 9-0.
 - b. Property Enhancement Committee recommends grant award to 201 E. Division for exterior improvements including heated access ramp and paint for up to \$5,000.00. Motion by Lamb, second by Baker to approve. Motion approved 9-0.
 - c. Property Enhancement Committee recommends grant award to 1611 – 12 Mile Rd NW for exterior improvements including exterior architectural elements and paint for up to \$5,000.00. Motion by Lamb, second by Baker to approve. Motion approved 9-0.

Executive Session None.

Business Director Report

Public Comment – None

Being no further business, the meeting was adjourned by executive privilege at 8:48 am. Respectfully Submitted by Elizabeth Morse

Goals 2020

- 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