

Sparta Downtown Development Authority  
MEETING MINUTES  
AUGUST 11, 2020  
194 E DIVISION, SPARTA, MI 49345

Meeting called to order at 7:475 am by Cheslek.  
Members present: Cheslek, Freeland, Shangle, Baker, Dougan, Lamb  
Members Absent: Potes, Jacobsen, Bush  
The meeting was held outdoors.

Also Present: Elizabeth Morse, DDA Director; Maryann Wright, Events President; Julius Suchy, Sparta Village Manager;  
Dale Bergman, Township Supervisor

Motion to accept the DDA meeting minutes of July 14, 2020 by Dougan, second by Freeland. All approved.

Motion to accept the finance report as presented by Lamb, second by Freeland. All approved.

**Public Comment – None**

**Unfinished Business**

- A. The Hospitality and Events Coordinator is at 50% furlough. Discussion as the governor releases more opportunity to gather, the DDA wants the events department to have the proper staffing to be able to pivot and execute. No change on the current status of 50% employment / 16 hours per week.

**New Business**

- A. DDA Director Schedule Discussion: the consensus of the board is flexibility with consistency on in office hours would be the best option for the time being if schedules need to change.
- B. Downtown Walk About Presentation and Discussion: the board rearranged some priority projects and will reevaluate the priority projects to present to Village Council at the September DDA Meeting. If none of the project happen, then the total of that estimated expenditure would be added back onto the reimbursement payments to the Village of Sparta. The board also wanted to add more potential priority projects for the Village Council to consider, over the total amount of debt payment to Village in 2021 for village consideration.

**Public Comment – None**

Being no further business, the meeting was adjourned by executive privilege at 9:10 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