

Sparta Downtown Development Authority
MEETING MINUTES
OCTOBER 13, 2020
75 N UNION, SPARTA, MI 49345

Meeting called to order at 7:48 am by Potes.

Members present:, Freeland, Shangle, Baker, Dougan, Lamb, Potes

Members Absent:., Cheslek, Jacobsen, Bush

Also Present: Elizabeth Morse, DDA Director; Maryann Wright, Events President; Dale Bergman, Township Supervisor; Dana Quick, Chamber President

Motion to accept the DDA meeting minutes of September 8, 2020 by Dougan, second by Lamb. All approved.

Motion to accept the finance report as presented by Dougan, second by Baker. All approved.

Public Comment – None

Unfinished Business

- A. Update on Town Square: it opened officially September 17 and all the spaces have been leased for 2020! Programming is being planned for the remainder of 2020 and for 2021.

New Business

- A. The DDA board accepted the Hospitality and Events Coordinator letter of resignation effective December 5, 2020.
- B. Motion by Lamb, second by Shangle to accept the recommendation of the Property Enhancement committee for signage improvement to 125 N. State Street for the max award of \$2500.00. Freeland, yes; Shangle, yes; Baker, yes; Dougan, yes; Lamb, yes; Potes, yes. Motion approved.
- C. Motion by Lamb, second by Baker to include COVID relief improvement funding on buildings through the Property Enhancement Grant for 2021. Motion approved 6-0.

Public Comment –

Motion to adjourn by Dougan, second by Baker at 8:20 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