

Sparta Downtown Development Authority  
MEETING MINUTES  
FEBRUARY 13, 2018  
156 E. DIVISION STREET, SPARTA, MI 49345

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

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

Also Present: Morse, Brenda Braybrook, Robert Shangle

Motion by Lamb, second by Freeland to approve the Minutes of the January 9, 2018. All Approved.  
A finance report was not available at this meeting.

**Public Comment - None**

**Unfinished Business**

- A. Discussion on the Special Event Permit to create the informational packet. Consensus to proceed.
- B. Motion by Freeland, second by Brown to proceed with the proposal for the Arches Parking Lot / Nash Creek Bank Improvements with a budget of \$5,000 with a target of Memorial Day Weekend. Lamb, yes; Brown, yes; Cheslek, yes; Potter, yes; Baker, yes; Freeland, yes; Potes, yes. Motion Approved.

**New Business**

- A. Motion by Potter and second by Freeland to elect Thomas Cheslek as the 2018 DDA Chairperson. Motion approved 7-0. Motion by Potes, and second by Lamb to elect Phil Potter for the 2018 DDA Vice Chairperson. Motion Approved 7-0.
- B. Discussion on the Chamber, DDA, and 501c3 Partnership Update. The paperwork is in the initial processes, but had to wait until after the Chamber election of board members and for the first Chamber board meeting to appoint their members to sit on the 501c3. The intent is to finish the paperwork as soon as possible.
- C. Memo about purchasing new Hanging Baskets for the downtown street poles. Motion by Lamb, second by Potes to approve a \$2000 expenditure for new baskets. Lamb, yes; Brown, yes; Cheslek, yes; Potter, yes; Baker, yes; Freeland, yes; Potes, yes. Motion Approved.

**Executive Session** None.

**Business Director Report** – included in packet

**Public Comment/ Announcements**

Being no further business, the meeting was adjourned by executive privilege at 9:35 am. Respectfully  
Submitted by Elizabeth Morse