

Sparta Downtown Development Authority  
MEETING MINUTES  
JUNE 12, 2018  
156 E. DIVISION STREET, SPARTA, MI 49345

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

Members present: Cheslek, Lamb, Freeland, Potter, Shangle, Dougan, Nickels, Potes, Jacobsen

Members Absent: Baker Brown

Also Present: Morse

Motion by Lamb, second by Potes to approve the Minutes of the May 8, 2018. All Approved.  
Questions on a few line items were raised, Director will email out answers to the board following meeting. Motion by Nickels, second by Dougan to approve the finance report as presented. All Approved

**Public Comment - None**

**Unfinished Business**

- A. Discussion on estimated 25 hanging baskets that did not survive first two weeks on main street. The baskets now all have slits in the bottom of the plastic to allow drainage. Consensus of the group to replace the necessary hanging baskets at \$10 per basket and labor expenses.

**New Business**

- A. None

**Executive Session** None.

**Business Director Report** –

Discussion on the themed schedule that was presented and approved by DDA in January 2018 for exterior décor for the year. Consensus for DDA staff to work to create and include a backup plan for exterior décor when weather doesn't allow for the plan that is approved to take place in the 2019 décor plan presented to the DDA.

Verbal update and discussion on Director maternity leave based on annual review recommendation of the personnel committee.

**Public Comment/ Announcements**

Being no further business, the meeting was adjourned by executive privilege at 8:49 am. Respectfully  
Submitted by Elizabeth Morse