

Sparta Downtown Development Authority  
MEETING MINUTES  
FEBRUARY 9, 2021  
75 N UNION, SPARTA, MI 49345

Meeting called to order at 7:47 am by Cheslek.

Members present:, Freeland, Shangle, Whalen, Lamb, , Cheslek, Bush, Baker, Jacobsen

Members Absent: Potes

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

Motion to accept the DDA meeting minutes of December 8, 2020 by Whalen, second by Baker. All approved.

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

**Public Comment – None**

**Unfinished Business**

**New Business**

- A. Discussion of Chairperson for DDA. Nomination by Whalen, second by Lamb to nominate Tom Cheslek as Chair. No other nominations were suggested. Consensus to nominate Tom Cheslek as Chair for DDA.
- B. Discussion of Vice Chairperson for DDA. Nomination by Tom, second by Lamb to nominate Kelly Potes as Vice Chairperson. No other nominations were suggested. Consensus to nominate Kelly Potes as Vice Chair for DDA.
- C. Discussion of Contract for Elizabeth Morse, Director and recommendation by the personnel committee. Motion by Baker, second by Lamb to approve the recommendation as presented. Roll Call Vote: Freeland, yes; Shangle, yes; Whalen, yes; Lamb, yes; Jacobsen, yes; Cheslek, yes; Bush, yes; Baker, yes; Motion Approved.
- D. Discussion and Consensus for DDA Personnel Committee Appointment of Bob Shangle
- E. Discussion and Consensus for DDA Property Enhancement Committee Appointment of Kirk Jacobsen.
- F. Discussion of mural project. Consensus to create a direction for the initial proposals to include the themes of (Farming, History, and What it means to be in Sparta) Discussion of using one mural to create a timeline of history of Sparta to commemorate the 175<sup>th</sup> anniversary. Once mural concepts received, director will submit the mural images via email for voting to the board.

**Public Comment –**

None.

Directors Report and 2020 Annual submitted via email and printed copies.

Meeting adjourned by executive privilege at 8:31 am.

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