

Sparta Downtown Development Authority
MEETING MINUTES
JULY 12, 2016
160 E. DIVISION STREET, SPARTA, MI 49345

Meeting called to order at 7:46 am by Cheslek.

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

Also Present: Morse, Suchy Absent: Paiz

Motion by Benham, second by Lamb to approve the Minutes of the July 12, 2016. All Approved.

Motion by Dougan, second by Freeland to approve the finance report. All approved.

Public Comment - None

Unfinished Business

A. Board review and discussion on draft 4 of Property Reinvestment Program. Motion by Lamb, second by Dougan to accept the changes as presented. Motion Approved.

B. Discussion on flower bed maintenance plan. Consensus to create a priority list of all beds (downtown area) that could be adopted in 2017. Add a prohibited plants list and description (trees, poison ivy, invasive species), the DDA will provide dirt and mulch, create an open color pallet and flower style, not allow for any removals without permission, and add a limit on digging depth for irrigation line.

The company will do the fall and spring cleanup, but the adopted beds will be weekly weeded by the volunteers.

Consensus to “bid it out” as if no one adopted a garden bed, but allow for opt out for parts of the contract between now and spring so we can save money if people sign up for the adopt-a-bed.

New Business

A. Motion by Benham, second by Lamb to approve the proposal to award a \$4,000 grant to SCA to work on art on main street and provide assistance with art-based programming in Sparta with the Sparta Chamber and DDA. The board will receive regular updates on the projects and operations of the SCA through the end of 2016.

B. Discussion about Snow Plowing sidewalks in the DDA district. Consensus that State Street is a priority zone (for kids walking to/from school) and that it is important to keep it regularly plowed. Consensus for North State Street, Division from Village limits of east to west, and Union Street between the South Union Parking Lot and the Civic Center be regularly plowed. Additionally, it is important to work to clear the CBD curbs and sidewalk areas more thoroughly than one swipe with the current machine. It is important to have a backup plan if machine breaks. Consensus to obtain financial figures to further discuss how to budget or partner to afford the sidewalk clearing.

Public Comment

No public comment.

Executive Session

None.

Business Director Report

Discussed updates in person.

Public Comment/ Announcements

Being no further business, the meeting was adjourned at 8:46 am. Respectfully Submitted by
Elizabeth Morse