

CITY OF TECUMSEH
DOWNTOWN DEVELOPMENT AUTHORITY
Meeting Minutes
Thursday, August 11, 2016
7:00 a.m. Tecumseh City Hall

- A. Chairman Bob Fox called the meeting to order at 7:00 a.m.

Members Present: Bird, B. Fox, J. Fox, Koch, Lash, Lincoln, Nowak, Salsberry,
Slovinski, Stimpson

Also Present: Paula Holtz, Economic Development Director
Linda Hewlett, Marketing Director
Jessica Emrick, City Clerk

Members Absent Baker, DeWitt, Slovinski

Motion by Nowak; Supported by Salsberry to excuse Baker.

Motion Carried.

- B. Approval of Agenda

Motion by Lash; Supported by J. Fox.

To approve the August 11, 2016 agenda.

Motion carried.

- C. Public Comment RE: Items on the Agenda

None.

- D. Minutes of June 9, 2016 Meeting

Motion by Salsberry; Supported by Lincoln.

To approve the minutes of the June 9, 2016 meeting.

Motion carried.

- E. Treasurer's Report

Motion by Stimpson; Supported by Salsberry.

To allow and pay the bills as presented.

A roll call vote was taken.

Yes: Koch, J. Fox, Lincoln, Slovinski, Bird, Nowak, Lash, Salsberry, Stimpson, B. Fox
No: None

Motion carried.

Motion by Salsberry; Supported by J. Fox.

To approve the June financial statements.

Motion carried.

F. Committee Updates

1. Physical Improvement Committee:

No Report.

2. Organization Committee:

No Report.

3. Marketing Committee

Linda Hewlett reported that the Downtown Tecumseh & Art Trail Brochures are printed and have been delivered to MDOT Welcome Centers and around the downtown area. This year the committee has the opportunity to distribute them through the Lenawee Conference and Visitors Bureau at hotels.

Requests are still coming in for visitor packets through the Pure Michigan ad as well as on the downtown website. There have been 168 requests since May with many of them being requested through the website.

G. New Business

1. Board Member Reappointments

Motion by Salsberry; Supported by Nowak.

To recommend the reappointment of Chris Masters to a four year term on the Tecumseh Downtown Development Authority to expire in August of 2020. A roll call vote was taken:

Yes: Koch, J. Fox, Lincoln, Slovinski, Bird, Nowak, Lash, Salsberry, Stimpson, B. Fox
No: None.

Motion carried.

Motion by Stimpson; Supported by Salsberry.

To recommend the reappointment of David Stimpson to a four year term on the Tecumseh Downtown Development Authority Board to expire in August of 2020. A roll call vote was taken:

Yes: Koch, J. Fox, Lincoln, Slovinski, Bird, Nowak, Lash, Salsberry, Stimpson, B. Fox

No: None.

Motion carried.

2. Fall Mums

Motion by Nowak; Supported by Koch

To approve the purchase of mums for the four main corners downtown in an amount not to exceed \$500.00. A roll call vote was taken:

Yes: Koch, J. Fox, Lincoln, Slovinski, Bird, Nowak, Lash, Salsberry, Stimpson, B. Fox

No: None.

Motion carried.

3. Fall Decorations

Motion by Stimpson; Supported by Salisbury

To support Jan Fox in abstaining from vote due to a conflict of interest.

Motion by Nowak; Supported by Koch

To approve the purchase of downtown fall decorations in an amount not to exceed \$425.00.

Yes: Koch, Lincoln, Slovinski, Bird, Nowak, Lash, Salsberry, Stimpson, B. Fox

No: None

Abstain: J. Fox

Motion carried.

4. Parking

A discussion took place regarding parking challenges in the downtown southwest parking lot. Board members discussed loading/unloading areas, merchant parking, and possible solutions including customer parking signage, and permit parking for employees, both of which would involve enforcement of some kind.

5. Market on Evans

The Market Subcommittee meeting is on August 23rd. Final quotes will be obtained for work, and discussion will take place regarding paving and landscaping. Action will take place soon.

H. Strategic Plan

Bob Fox reported that a Planning Commission meeting will take place on August 27th, prompted by Revival Commons. The Commission will be looking at the City's master plan for possible amendments and McKenna Associates will do a sub-area plan for the South Evans corridor.

I. Old Business

CBA

Jan Fox reported that the Downtown Diva's event is coming up as well as Appleumpkin. The festival will be held October 8th and 9th and is at two-thirds maximum on craft booths and three-fourths on general vendors and this year they have added helicopter rides. The festival also recently received Best of Lenawee Community Festival.

Chamber

The Chamber golf outing met the budgeted number with 18 teams and the silent auction went well. The next breakfast meeting is August 17th at 7:30 a.m. Musgrove Evans is currently accepting nominations.

Economic Development

Paula Holtz reported that Old National Bank's grand reopening and ribbon cutting is scheduled for August 18th at 5:30 p.m.

J. Public Comment – Items not on the agenda

None.

K. Adjournment

Motion by Salsberry; Supported by Nowak

To adjourn the meeting at 7:46 a.m.

Motion carried.