

MEETING NOTICE & AGENDA
City of Tecumseh
Downtown Development Authority

Thursday, May 11, 2017
7:00 a.m. Tecumseh City Hall

- A. Call to Order (roll call)
- B. Establishment of Quorum and Introductions
- C. Approval of Agenda [Action]
- D. Public Comment RE: Items on the Agenda
- E. Minutes of April 13, 2017 Meeting [Action]
- F. Treasurers Report
 - 1. Bills (roll call) [Action]
 - 2. Financial Report [Action]
- G. Committee Update
 - 1. Physical Improvement Committee [Report]
 - 2. Organization Committee [No Report]
 - 3. Marketing Committee [Report]
 - 4. Economic Development Committee [No Report]
- H. New Business
 - 1. Submission of Nominations – Slate of Officers [Action]
 - 2. Improvements to Southeast Parking Lot [Action]
 - 3. Crackfill, Sealcoating, and Striping in Southwest Parking Lot [Action]
- I. Strategic Plan [Update]
- J. Old Business
 - 1. CBA Update
 - 2. Chamber Update
 - 3. ED Department Update
- K. Public Comment RE: Items not on the Agenda
- L. Adjournment

Next Regular Meeting: Thursday, June 8, 2017

CITY OF TECUMSEH
DOWNTOWN DEVELOPMENT AUTHORITY
Meeting Minutes
Thursday, April 13, 2017
7:00 a.m. Tecumseh City Hall

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

B. Members Present: Baker, Bird, B. Fox, Koch, Lincoln, Nowak, Roth, Slovinski, Stimpson

Also Present: Paula Holtz, Economic Development Director
Linda Hewlett, Marketing Director
Shelby Simpson, Administrative Services Manager
Dan Swallow, City Manager

Members Absent: J. Fox, Masters, Salsberry

Motion by Baker; Supported by Koch.

To excuse J. Fox and Masters for work conflicts and Salsberry due to being out of state.

Motion Carried.

C. Approval of Agenda

Motion by Baker; Supported by Nowak.

To approve the April 13, 2017 agenda.

Motion carried.

D. Public Comment RE: Items on the Agenda

None.

E. Minutes of March 9, 2017 Meeting

Motion by Nowak; Supported by Bird.

To approve and place on file the minutes of the March 9, 2017 meeting.

Motion carried.

F. Treasurer's Report

Motion by Baker; Supported by Nowak.

To allow and pay the bills as presented.
A roll call vote was taken.

Yes: Baker, Bird, B. Fox, Koch, Lincoln, Nowak, Roth, Slovinski, Stimpson
No: None

Motion carried.

Motion by Nowak; Supported by Baker.

To approve the March 2017 financial statements.

Motion carried.

G. Committee Updates

1. **Physical Improvement Committee:**

No Report.

2. **Organization Committee:**

No Report.

3. **Marketing Committee:**

Hewlett announced Tecumseh was recently featured in an article by Trips to Discover digital travel magazine as one of the Top 11 Best Weekend Getaways in Michigan.

219 visitor packets have been sent out since January 1, 2017.

Staff is currently working on the new Downtown Tecumseh brochure and Art Trail brochure.

Staff has been running Facebook ads to promote Downtown Tecumseh and is working on some digital marketing options with Google Ad Words.

Josh Roth, owner of Way of Life; complementary healing and DDA board member will be joining the Marketing Committee.

4. **Economic Development Committee:**

No Report.

H. New Business

1. **Appointment of Nominating Committee**

Per the Downtown Development Authority By-Laws, a nominating committee shall be appointed in April of each year to consider nominees for a slate of officers to be submitted at the May board meeting. The officers of the Downtown Development Authority shall consist of a Chairman, Vice-Chairman, Secretary and Treasurer.

Current Officers:

Bob Fox, Chairman

Doug Bird, Vice-Chairman

Chris Masters, Treasurer

Kim Koch, Secretary

Motion by Koch; Supported by Baker.

To appoint board members Nowak, Stimpson and Slovinski as nominating committee that will submit a slate of officers for consideration by the Downtown Development Authority Board of Trustees at the May board meeting.

Yes: Baker, Bird, B. Fox, Koch, Lincoln, Nowak, Roth, Slovinski, Stimpson

No: None

2. **Creativity Award**

Holtz introduced the idea of implementing a Creativity Award program where residents, visitors, students, etc. would have the opportunity to submit their best creative ideas for the City of Tecumseh. This program would be a way to engage the public and discover what improvements they would like to see in Tecumseh. Holtz will work through a sub-committee to further refine the concept to bring back to the board.

3. **Market on Evans**

Holtz updated the board on renovations that would occur soon at the Market on Evans site.

Staff will create a request for proposals (RFP) for artists to submit proposals for mural work at the Market on Evans. Holtz will work with the Physical Improvement committee to work out the details.

There was a Farmers Market meeting on March 9, 2017. Eight vendors have signed up for seasonal space and feedback from growers has been positive.

4. **Pedestrian Safety**

Holtz announced that the Michigan Department of Transportation agreed to prescreen the Evans/M-50 intersection and do not believe it warrants a left turn arrow. However, MDOT is currently studying the Occidental/M-50 intersection for implementation of a left turn arrow.

The board also discussed different options for improving crosswalks at the Evans St./M-50 intersections.

I. Strategic Plan

Holtz mentioned the Market on Evans information was the only update she had for the Strategic Plan.

J. Old Business

1. **CBA Update**

Downtown Divas at Dusk event will be April 20th from 5-9 pm in Downtown Tecumseh. There are 24 merchants that are participating.

Art Walk will be May 5th in Downtown Tecumseh. Artist Gregg Perez will host an all-women art show at Evans Street Station.

2. **Chamber Update**

No update.

3. **ED Department Update**

Holtz stated the new sculpture for the 2017 Art Trail would be installed on April 18th. Ken Thompson of the Midwest Sculpture Initiative will be donating the use of one of his sculptures at the Tecumseh Center for the Arts.

The historical mural will be installed on the property at the corner of S. Pearl St. and M-50 after some minor revisions to the mural.

Staff is working to identify possible funding sources for a sand sculpting festival, potentially to take place late this summer.

The 3rd Annual Endless Feast to fight childhood hunger in Lenawee County will be August 3, 2017.

Revival Commons continues with demolition.

K. Public Comment RE: Items not on the Agenda.

None.

L. Adjournment

Motion by Lincoln; Supported by Bird to adjourn the meeting at 7:39 a.m.

Motion carried.

Secretary: Kim Koch

Recorded by: Shelby Simpson

**CITY OF TECUMSEH
DOWNTOWN DEVELOPMENT AUTHORITY**

May 13, 2017

DISBURSEMENTS FOR APPROVAL:

DDA CHECKING:

<u>ISSUE TO</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
City of Tecumseh	Copies, postage, etc-April 2017	\$11.20
City of Tecumseh	Annual admin fees-FY2016-2017	\$5,000.00
The Daily Grind	Lunch for art installers	\$57.75
Karle Nursery & Landscaping	Grounds Mtc-April 2017	\$850.00
Lev's Bakery	Doughnuts for art installers	\$10.00
TOTAL:		<u><u>\$5,928.95</u></u>

DISBURSEMENTS AND/OR TRANSFER ALREADY PAID-REGULAR DDA FUND:

Martin's Home Center	Can liners (to be paid at 5/15/17 CC meeting)	\$39.98
Tecumseh Plywood	Public art supplies (to be paid at 5/15/17 CC meeting)	\$40.50
TOTAL:		<u><u>\$80.48</u></u>

DDA DEBT RETIREMENT FUND:

TOTAL: \$0.00

DDA PUBLIC ART FUND:

TOTAL: \$0.00

Fund 935 TECUMSEH D D A

GL Number	Description	Balance
*** Assets ***		
935-000.000-001.000	CASH IN BANK	0.00
935-000.000-001.001	DDA CHECKING ACCT #1-116-9	0.00
935-000.000-001.900	CASH MGMT #900 289 8	269,785.20
935-000.000-001.901	DDA M.M. ACCT #110-416-0	0.00
935-000.000-001.925	MICHIGAN CLASS	0.00
935-000.000-001.926	MICHIGAN CLASS-BOND	0.00
935-000.000-002.000	CDARS	0.00
935-000.000-002.500	PREMIER MONEY MARKET ACCT	0.00
935-000.000-003.215	CERT OF DEPOSIT #915209	0.00
935-000.000-003.245	CERT OF DEPOSIT #1248467	0.00
935-000.000-040.000	ACCOUNTS RECEIVABLE	0.00
935-000.000-084.500	DUE FROM TAX ACCOUNT	0.00
935-000.000-131.000	PROPERTY OWNED	56,000.00
Total Assets		325,785.20
*** Liabilities ***		
935-000.000-202.000	ACCOUNTS PAYABLE	0.00
935-000.000-202.001	PAYABLE TO CITY	0.00
935-000.000-227.000	FICA PAYABLE	0.00
935-000.000-228.000	EMPLOYEES RETIREMENT PAYABLE	0.00
935-000.000-229.000	WORKERS COMPENSATION PAYABLE	0.00
935-000.000-257.000	ACCRUED WAGES PAYABLE	149.52
935-000.000-258.000	PAYROLL TAXES PAYABLE	0.00
935-000.000-320.000	ADVANCE PAYABLE FROM GEN FUND	0.00
Total Liabilities		149.52
*** Fund Balance ***		
935-000.000-380.000	INVESTMENT IN GEN FIXED ASSET	56,000.00
935-000.000-386.100	DESIGNATED FOR FUTURE PROJECT	0.00
935-000.000-386.150	DESIGNATED-PARKING LOT RECONS	29,446.50
935-000.000-386.200	DESIGNATED-PROP ACQUISITION	28,000.00
935-000.000-386.210	DESIGNATED-BUS ASSISTANCE PRO	2,760.00
935-000.000-390.000	UNAPPROPRIATED SURPLUS	84,367.00
Total Fund Balance		200,573.50
Beginning Fund Balance		200,573.50
Net of Revenues VS Expenditures		125,062.18
Fund Balance Adjustments		0.00
Ending Fund Balance		325,635.68
Total Liabilities And Fund Balance		325,785.20

ACCOUNT DESCRIPTION	2016-17	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
	AMENDED BUDGET	04/30/2017	MONTH 04/30/20	BALANCE	
		NORMAL (ABNORM)	INCREASE (DECR)	NORMAL (ABNORM)	
Fund 935 - TECUMSEH D D A					
Revenues					
Dept 000.000-GENERAL					
401.500 TIF COLLECTION	134,265.00	147,905.26	0.00	(13,640.26)	110.16
441.000 LOCAL COMM STABILIZATION AUTH SHARE TAX	0.00	9,241.36	0.00	(9,241.36)	100.00
664.700 INTEREST	250.00	246.20	31.77	3.80	98.48
Total Dept 000.000-GENERAL	134,515.00	157,392.82	31.77	(22,877.82)	117.01
TOTAL REVENUES	134,515.00	157,392.82	31.77	(22,877.82)	117.01
Expenditures					
Dept 484.000-RECORD KEEPING					
706.101 PAYROLL	2,550.00	1,352.46	0.00	1,197.54	53.04
709.000 SECRETARIAL FEES	99.00	0.00	0.00	99.00	0.00
715.000 SOCIAL SECURITY TAXES	195.00	103.47	0.00	91.53	53.06
718.000 EMPLOYEES' RETIREMENT FUND	29.00	0.00	0.00	29.00	0.00
719.000 WORKERS COMPENSATION	0.00	34.75	0.00	(34.75)	100.00
729.211 MARKETING	10,000.00	6,329.55	801.55	3,670.45	63.30
776.600 PLANTER MTCE	1,200.00	0.00	0.00	1,200.00	0.00
776.700 MAINTENANCE-PARKING LOTS	12,000.00	10,141.93	850.00	1,858.07	84.52
826.100 ADMINISTRATIVE/LEGAL EXPENSES	5,250.00	323.25	10.20	4,926.75	6.16
881.100 CHRISTMAS DECORATIONS	3,500.00	3,424.85	0.00	75.15	97.85
957.000 DUES & SUBSCRIPTIONS	400.00	551.66	101.66	(151.66)	137.92
971.100 PROP ACQUISITION & DEV-RESERV	0.00	283.22	29.69	(283.22)	100.00
974.150 PARKING LOT PATCHING/REPAIR	0.00	553.50	0.00	(553.50)	100.00
979.010 MISCELLANEOUS	2,000.00	1,000.00	0.00	1,000.00	50.00
996.000 INTEREST EXPENSE	2,235.00	0.00	0.00	2,235.00	0.00
Total Dept 484.000-RECORD KEEPING	39,458.00	24,098.64	1,793.10	15,359.36	61.07
Dept 965.000					
965.740 TR TO PURE TEC CAMPAIGN FUND	3,000.00	3,000.00	0.00	0.00	100.00
965.938 TRANSFER TO DDA DEBT RETIRE	97,375.00	5,232.00	0.00	92,143.00	5.37
Total Dept 965.000	100,375.00	8,232.00	0.00	92,143.00	8.20
TOTAL EXPENDITURES	139,833.00	32,330.64	1,793.10	107,502.36	23.12
Fund 935 - TECUMSEH D D A:					
TOTAL REVENUES	134,515.00	157,392.82	31.77	(22,877.82)	117.01
TOTAL EXPENDITURES	139,833.00	32,330.64	1,793.10	107,502.36	23.12
NET OF REVENUES & EXPENDITURES	(5,318.00)	125,062.18	(1,761.33)	(130,380.18)	2,351.68

Fund 938 D D A DEBT RETIREMENT FUND

GL Number	Description	Balance
*** Assets ***		
938-000.000-001.000	CASH IN BANK	0.00
938-000.000-001.900	CASH MGMT #900 289 8	5,684.50
938-000.000-001.905	DDA DEBT RET-M.M. #120-109-3	0.00
938-000.000-001.917	CASH-BOND REDEMPTION/INTEREST	0.00
938-000.000-001.926	MICHIGAN CLASS-BOND	0.00
938-000.000-040.000	ACCOUNTS RECEIVABLE	0.00
Total Assets		5,684.50
*** Liabilities ***		
938-000.000-202.000	ACCOUNTS PAYABLE	0.00
938-000.000-214.100	DUE TO DDA CONSTRUCTION FUND	0.00
938-000.000-250.000	ACCRUED INTEREST PAYABLE	0.00
Total Liabilities		0.00
*** Fund Balance ***		
938-000.000-390.000	UNAPPROPRIATED SURPLUS	5,678.78
Total Fund Balance		5,678.78
Beginning Fund Balance		5,678.78
Net of Revenues VS Expenditures		5.72
Ending Fund Balance		5,684.50
Total Liabilities And Fund Balance		5,684.50

ACCOUNT DESCRIPTION	YTD BALANCE		ACTIVITY FOR MONTH 04/30/20	AVAILABLE		% BGT USED
	2016-17 AMENDED BUDGET	04/30/2017 NORMAL (ABNORM		BALANCE		
Fund 938 - D D A DEBT RETIREMENT FUND						
Revenues						
Dept 000.000-GENERAL						
664.000 INTEREST INCOME	0.00	5.72	0.67	(5.72)	100.00	
Total Dept 000.000-GENERAL	0.00	5.72	0.67	(5.72)	100.00	
Dept 694.000-OTHER FINANCING SOURCES						
676.935 TRANSFER FROM DDA	97,375.00	5,232.00	0.00	92,143.00	5.37	
Total Dept 694.000-OTHER FINANCING SOURCES	97,375.00	5,232.00	0.00	92,143.00	5.37	
TOTAL REVENUES	97,375.00	5,237.72	0.67	92,137.28	5.38	
Expenditures						
Dept 201.000-DEBT SERVICE						
992.000 PAYMENT OF BOND	85,000.00	0.00	0.00	85,000.00	0.00	
996.000 INTEREST EXPENSE	12,100.00	5,232.00	0.00	6,868.00	43.24	
997.000 PAYING AGENT FEES	275.00	0.00	0.00	275.00	0.00	
Total Dept 201.000-DEBT SERVICE	97,375.00	5,232.00	0.00	92,143.00	5.37	
TOTAL EXPENDITURES	97,375.00	5,232.00	0.00	92,143.00	5.37	
Fund 938 - D D A DEBT RETIREMENT FUND:						
TOTAL REVENUES	97,375.00	5,237.72	0.67	92,137.28	5.38	
TOTAL EXPENDITURES	97,375.00	5,232.00	0.00	92,143.00	5.37	
NET OF REVENUES & EXPENDITURES	0.00	5.72	0.67	(5.72)	100.00	

Fund 248 DDA PUBLIC ART FUND

GL Number	Description	Balance
*** Assets ***		
248-000.000-001.000	CASH IN BANK	0.00
248-000.000-001.900	CASH MGMT #900 289 8	3,738.69
248-000.000-040.000	ACCOUNTS RECEIVABLE	0.00
Total Assets		3,738.69
*** Liabilities ***		
248-000.000-202.000	ACCOUNTS PAYABLE	0.00
Total Liabilities		0.00
*** Fund Balance ***		
248-000.000-386.100	DESIGNATED FOR FUTURE PROJECT	5,000.00
248-000.000-390.000	Fund Balance	(4,990.73)
Total Fund Balance		9.27
Beginning Fund Balance		9.27
Net of Revenues VS Expenditures		3,729.42
Ending Fund Balance		3,738.69
Total Liabilities And Fund Balance		3,738.69

ACCOUNT DESCRIPTION	2016-17	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
	AMENDED BUDGET	04/30/2017	MONTH 04/30/20	BALANCE	
		NORMAL (ABNORM	INCREASE (DECR	NORMAL (ABNORM	
Fund 248 - DDA PUBLIC ART FUND					
Revenues					
Dept 000.000-GENERAL					
539.000 GRANTS-STATE	5,000.00	700.00	0.00	4,300.00	14.00
540.000 GRANT FOUNDATION	10,000.00	12,500.00	12,500.00	(2,500.00)	125.00
664.000 INTEREST INCOME	75.00	0.09	0.00	74.91	0.12
Total Dept 000.000-GENERAL	15,075.00	13,200.09	12,500.00	1,874.91	87.56
TOTAL REVENUES	15,075.00	13,200.09	12,500.00	1,874.91	87.56
Expenditures					
Dept 484.000-RECORD KEEPING					
729.000 PRINTING	500.00	0.00	0.00	500.00	0.00
802.000 CONTRACTUAL SERVICES	14,250.00	9,462.68	8,362.68	4,787.32	66.40
979.010 MISCELLANEOUS	500.00	7.99	0.00	492.01	1.60
Total Dept 484.000-RECORD KEEPING	15,250.00	9,470.67	8,362.68	5,779.33	62.10
TOTAL EXPENDITURES	15,250.00	9,470.67	8,362.68	5,779.33	62.10
Fund 248 - DDA PUBLIC ART FUND:					
TOTAL REVENUES	15,075.00	13,200.09	12,500.00	1,874.91	87.56
TOTAL EXPENDITURES	15,250.00	9,470.67	8,362.68	5,779.33	62.10
NET OF REVENUES & EXPENDITURES	(175.00)	3,729.42	4,137.32	(3,904.42)	2,131.10



**Agenda Item Review Form
City of Tecumseh
Downtown Development Authority**

Agenda Item Number: H. New Business, Item #1	Submitted by: Paula Holtz
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Item: Submission of Nominations for Slate of Officers	Economic Development Department: Director
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Summary:

An ad-hoc nominating committee was organized at the April meeting to submit nominations for a slate of officers at the May meeting.

The officers that were nominated for election are as follows:

Chairperson - Bob Fox
Vice Chairperson - Doug Bird
Treasurer - Chris Masters
Secretary - Kim Koch

I would like to recommend that the board accept the nominations for a slate of officers to be voted on at the June meeting.

Recommendation:

RESOLUTION

The Downtown Development Authority hereby resolves:

To accept the following nominated slate of officers to be voted on at the June meeting.

Chairperson - Bob Fox
Vice Chairperson - Doug Bird
Treasurer - Chris Masters
Secretary - Kim Koch

Action:

Approved
 Denied
 Continued

Bid/Purchase Item:

Budgeted \$ _____
_____ Page(s) in FY Budget
 Not Budgeted

Paula Holtz

Digitally signed by Paula Holtz
Date: 2017.05.08 16:18:06 -04'00'

Signature

Economic Development Director

Title

5/4/2017

Date



**Agenda Item Review Form
City of Tecumseh
Downtown Development Authority**

Agenda Item Number: H. New Business, Item #2	Submitted by: Paula Holtz
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Item: Improvements to the Southeast Parking Lot in Downtown Tecumseh	Economic Development Department: Director
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Summary:

The DDA has an opportunity to partner with the City this construction season, as the City will be bidding out asphalt and concrete work. This will enable us to obtain competitive pricing and share costs with the City. Staff is recommending utilizing this opportunity to make needed improvements to the southeast parking lot in downtown Tecumseh.

Tim Bock, the City's Street Department Superintendent has recommended and provided cost estimates for the work, as provided below:

1. A complete removal and resurfacing of the north driving lane (alley) between the sidewalk and parking islands with an estimated cost of \$20,000.00 (the City would propose to pay ½). DDA share: \$10,000.00.
2. Removal and replacement of the concrete curb on two of the islands and a few other miscellaneous areas with an estimated cost of \$5,000.00.
3. Removal and replacement of the four trees in the parking islands with an estimated cost of \$5,000.00.

The DDA, as you may recall, has a parking lot reserve account with \$29,446 in it, which I would recommend utilizing for this project. If the DDA authorizes the expenditure, the City will put these improvements in the City's bid specs and go out for a competitive bid.

Staff requests the following:

- Authorization for the City to solicit bids for parking lot and concrete work in the southeast parking lot;
- Authorization to purchase replacement trees for an estimated cost of up to \$5,000.

Recommendation:

RESOLUTION

The Downtown Development Authority hereby resolves: to authorize the City to solicit bids for parking lot and concrete work in the southeast parking lot, as well as to purchase replacement trees for an estimated cost of up to \$5,000.00. These improvements will be funded through the DDA Parking Lot Reconstruction reserve account.

Action:

Approved
 Denied
 Continued

Bid/Purchase Item:

Budgeted \$ _____
 _____ Page(s) in FY Budget
 Not Budgeted

Paula Holtz

Digitally signed by Paula Holtz
Date: 2017.05.03 17:29:48 -04'00'

Economic Development Director

5/3/2017

Signature

Title

Date



**Agenda Item Review Form
City of Tecumseh
Downtown Development Authority**

Agenda Item Number: H. New Business, Item #3	Submitted by: Paula Holtz
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Item: Sealcoating Quotes for Southwest Parking Lot	Economic Development Department: Director
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Summary:

Attached is pricing submitted by K & B Asphalt Sealcoating and Westfall Sealcoating & Striping for parking lot repairs in downtown Tecumseh's southwest lot. Bids were solicited from two firms for the work. Two bids were received with Westfall being the lowest.

The pricing is as follows:

SW Parking Lot - crackfill, sealcoating and striping:

K & B Asphalt Sealcoating - \$3,804.10
Westfall Sealcoating & Striping - \$3,800.10

Staff recommends the board accept the lowest bid from Westfall Sealcoating & Striping for parking lot repairs in the southwest parking lot in the amount of \$3,800.10. Funding for this work will be allocated from the reserve account created for parking lot repairs.

Recommendation:

RESOLUTION

The Downtown Development Authority hereby resolves:

To accept the bid from Westfall Sealcoating & Striping for parking lot repairs in the southwest parking lot in the amount of \$3,800.10.

Action:

Approved
 Denied
 Continued

Bid/Purchase Item:

Budgeted \$_____

_____ Page(s) in FY Budget

Not Budgeted

Paula Holtz

Digitally signed by Paula Holtz
Date: 2017.05.08 16:20:21 -04'00'

Economic Development Director

5/4/2017

Signature

Title

Date

WESTFALL

Sealcoating and Striping LLC

P.O. Box 3175 Adrian, MI 49221

WWW.WESTFALLCHIPSEAL.COM

FREE Estimate

Date	ESTIMATE #
4/15/2017	3374

E-Mail kaympalmer@yahoo.com

Office 517-417-SEAL (7325)

Fax 517-417-WEST (9378)

Kevin Palmer 517-673-9480

NAME / ADDRESS

City of Tecumseh ~ S.W. Lot
Shelby Simpson
309 E Chicago Blvd
Tecumseh, MI 49286

E-mail

ssimpson@tecumseh.mi.us

Customer Phone

5174246544

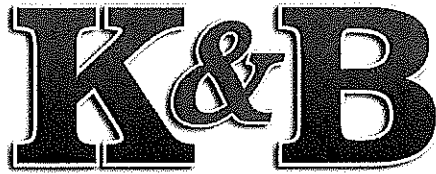
Customer Fax

Customer Alt. Phone

Terms

15 days

DESCRIPTION	QTY	TOTAL
Asphalt surface and cracks will be mechanically cleaned free of dirt and debris. Oil spots will be treated using Tar-Loc to insure a good cohesive bond between asphalt and sealer.		
Two Coat Application of Surface Coatings commercial grade, coal tar asphalt sealer will be applied (sealer contains 3% latex additive, and 3 lbs. of sand per gallon).	32,540	2,115.10
Hot rubber crack filler will be applied to cracks after dirt and debris is mechanically removed. ALL CRACKS WILL BE FILLED IN PARKING LOT INCLUDING WEBBING	5,500	1,260.00
Parking lines and other traffic markings will be striped with commercial grade traffic paint.		425.00
We hope to do business with you soon!		TOTAL \$3,800.10



ASPHALT SEALCOATING, INC

1451 Benner Hwy.
Clayton, MI 49235
(517)264-2541
rocky@kbasphaltsealcoating.com
www.kbasphaltsealcoating.com

Estimate

ADDRESS
Shelby Simpson
City of Tecumseh
309 E. Chicago Blvd.
Tecumseh, MI 49286

SHIP TO
Shelby Simpson
City of Tecumseh
Southwest Parking Lot - Behind
Spotted Cow

ESTIMATE #	DATE
12891	04/19/2017

SALES REP
ES

PHONE
424-6544

DESCRIPTION	QTY	AMOUNT
CF - CRACK FILL Crack Fill - All cracks 1/4" and larger to be mechanically cleaned with compressed air and filled with 3405 Right Pointe hot rubber. ALL CRACKS INCLUDED.	5,000	1,900.00
SC2 Trim grass away from sides; treat oil spots with oil spot primer as needed. Sealcoating-Apply 2 coats of Seal Pave coal tar emulsion sealer (RP-355E) with 3% Tarmax latex additive to asphalt. Sealer contains 3-5 lbs. of sand per gallon.	33,187	1,659.35
STRW Striping - white	2,050	194.75
ST-HANDICAP Stencil-Handicap	5	50.00

K and B Asphalt Sealcoating Inc., & Osseo Asphalt are now merged as one company. Both companies will make any and all efforts necessary to match any qualified competitors price.

TOTAL \$3,804.10

Accepted By

Accepted Date