

**CITY OF TECUMSEH  
DOWNTOWN DEVELOPMENT AUTHORITY**

**Meeting Minutes**

Thursday, June 9, 2011

7:00 a.m. Tecumseh City Hall

- A. Chairman Manwaring called the meeting to order at 7:00 a.m.
- B. Members Present: Manwaring, Feldkamp, B. Fox, J. Fox, Koch, Masters, Salsberry and Taylor.

Also Present: Paula Holtz, E.D. Director.  
Kevin Welch, City Manager.

Members Absent: Johnson, Kampmueller, Kennedy, Slovinski and Stimpson.

**Motion by Feldkamp;** Supported by J. Fox.  
To excuse Johnson due to being out of county and Kennedy due to occasional work conflict.  
*Motion carried.*

- C. Public Comment RE: Items on the Agenda.  
None.

- D. **Motion by J. Fox;** Supported by Taylor.  
To approve the minutes of May 12<sup>th</sup>, 2011.  
*Motion carried.*

- E. Treasurer's Report

**Motion by J. Fox;** Supported by Taylor.

To allow and pay the bills as presented, with an additional bill from Martin's Home Center in the amount of \$17.99.

*Motion carried.*

**Motion by Feldkamp;** Supported by Salsberry.

To approve the May Financial Statement.

*Motion carried.*

- F. Committee Updates

1. **Physical Improvement:**

No Report.

Next Meeting: June 15<sup>th</sup>, 2011, 8:00 a.m. City Hall.

2. **Organization Committee:**

No Report.

3. **Marketing Committee:**

The new *Art Trail Tecumseh* and *Downtown Tecumseh* brochures have been printed and are being distributed.

Next Meeting: July 19<sup>th</sup>, 2011, 8:00 a.m. City Hall.

4. **Economic Development Committee:**

No Report.

Next Meeting: July 28<sup>th</sup>, 2011, 9:15 a.m. City Hall.

- G. New Business

1. **Transfer to City for Administrative Services.**

This was approved on the list of bills in the Treasurer's Report.

2. **Downtown Maintenance Contract.**

There was discussion to the cost and quality of the current contract.

**Motion by B. Fox;** Supported by Taylor.

To extend the current maintenance contract with Karle Landscaping at the current price for a three year period.

*Motion carried.*

3. **Façade Grant Reimbursement Request.**

**Motion by J. Fox;** Supported by Taylor.

To reimburse JR's Hometown Grill & Pub in the amount of \$5,000.00 for façade work and \$500.00 for signage installed at their new restaurant located at 111. W. Chicago Boulevard.

*Motion carried.*

4. **Midwest Sculpture Initiative Invoice.**

**Motion by Salsberry;** Supported by Feldkamp.

To pay the Midwest Sculpture Initiative invoice in the amount of \$4,300.00 for the 2011/12 *Art Trail Tecumseh* exhibit.

*Motion carried.*

5. **July Meeting Date.**

The consensus of the board was to go ahead with the July meeting date as long as there are items on the agenda.

6. **Incoming Businesses.**

Holtz updated the board on The Dog House Restaurant and other projects being proposed for downtown Tecumseh. Holtz and Welch discussed the Request for Proposals and process in regard to the Tecumseh Community Center.

7. **Appleumpkin Sponsorship.**

**Motion by Feldkamp;** Supported by Salsberry.

To support the 2011 Appleumpkin Festival in the amount of \$1,500.00.

*Motion carried.*

H. Old Business

1. **CBA Update.**

J. Fox mentioned the upcoming events:

Sidewalk Sales and Pet Parade – July 22<sup>nd</sup>–23<sup>rd</sup>

Downtown Divas at Dusk – September 22<sup>nd</sup>

The Downtown Classic Car & Bike Show and Music in the Park will be Thursday, June 16<sup>th</sup>.

2. **Chamber Update.**

The Musgrove Evans Award Dinner honoring Mary Tommelein was well attended. The Chamber has a Business After Hours coming up at Raisin Valley Golf Club on June 15<sup>th</sup>. The Chamber is hosting a “Tecumseh: In Business Together” meeting at Embers Bar & Grill on June 14<sup>th</sup> at 1:30 p.m.

3. **ED Department Update.**

Holtz reported the Planning Commission meeting will be Tuesday, June 14<sup>th</sup> at 7:00 p.m. at the Fire Station. The Commission will be discussing limiting office uses on the first floor in areas of downtown. Holtz updated the board on miscellaneous maintenance issues. The main sprinklers downtown are still under repair, however, no flowers have been lost. Holtz will be meeting with the Police Chief and DPW Superintendent in the near future to discuss parking lot challenges, particularly in the southeast parking lot.

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

None.

Meeting adjourned by Chairman Manwaring at 8:19 a.m.

Secretary: Beth Kennedy

Recorded by: Paula Holtz

