

**CITY OF TECUMSEH
DOWNTOWN DEVELOPMENT AUTHORITY**

Meeting Minutes

Thursday, January 12, 2012

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, Johnson, Kennedy, Koch, Masters, Salsberry, and Taylor.

Also Present: Paula Holtz, Economic Development Director.
Linda Hewlett, Marketing Coordinator.
Denine Wells, Administrative Assistant.
Kevin Welch, City Manager.
Karen Mukensturm, Muk's Sports Pub.

Members Absent: Kampmueller, Slovinski and Stimpson.

Motion by Johnson; Supported by J. Fox.
To excuse Slovinski due to being out of county.
Motion carried.

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

- D. **Motion by J. Fox;** Supported by Salsberry.
To approve the minutes of December 8th, 2011.
Motion carried.

- E. Treasurer's Report
Motion by J. Fox; Supported by Feldkamp.
To allow and pay the bills as presented.
Motion carried.

Motion by Johnson; Supported by Koch.
To approve the December Financial Statement.
Motion carried.

- F. Committee Updates

1. **Physical Improvement:**
No Report.

Next Meeting: March 21st, 2012, 8:00 a.m. City Hall.

2. **Organization Committee:**
No Report.

3. **Marketing Committee:**
Hewlett reported the 2012 Tecumseh events have been updated on the website. The WTOL commercial for the Ice Sculpture Festival began airing Tuesday, January 10th. Twenty-four spots total will be run through January 22nd. There will be a WLEN live remote for the Ice Sculpture Festival on Friday, January 20th at Evans Street Station. The updated Tecumseh event cards have been distributed throughout downtown. We have been receiving calls inquiring about the festival from people who have seen the WTOL commercials.

Next Meeting: February 21st, 2012, 8:00 a.m. City Hall.

4. **Economic Development Committee:**
J. Fox reported the Economic Development Committee met and approved the sign grant recommendation for The Dog House Restaurant.

Next Meeting: March 22nd, 2012, 8:00 a.m. City Hall.

G. New Business

1. **Muk's Sports Pub Request.**

Holtz reported there is a request from Muk's for an expansion of their business included in the DDA packet. This would include a possible land swap with the City. There was discussion.

Motion by Feldkamp; Supported by Taylor.

To approve the request from Muk's and forward to City Council for conceptual approval and to City staff for further review and investigation.

Motion carried.

2. **2012/13 Budget.**

Holtz reviewed the proposed 2012/13 budget, with budget sheets presented. She reported the refunded portion of the DDA's bonds, for which the DDA could capture school taxes, will be ending. This will leave the DDA with a lower TIF capture amount. Additionally, this year's bond payment has increased by \$7,750, which will leave approximately \$39,483 for operations. This is in comparison to \$64,700 in the current fiscal year budget. Holtz was open to suggestions and there was discussion.

Motion by Salsberry; Supported by Kennedy.

To accept the proposed 2012/13 budget as presented and forward to City Council.

Motion carried.

H. Old Business

1. **CBA Update.**

J. Fox reported there are going to be uniform signs in merchant's windows to identify participants in the "Chocolate Walk" and the "Winter Warm-Up Walk" during the Ice Sculpture Festival weekend. The CBA has been discussing creating a leap year event. The CBA meeting dates have been changed to the first Thursday of each month.

2. **Chamber Update.**

J. Fox reported the chamber fundraising event, "Wine, Women, Chocolate & Shoes," will be held February 24, 2012. Tickets are now available for \$35.00. The chamber is accepting donations of very slightly used accessories for this event. A "Business Member of the Week" program is in the process of being established.

3. **ED Department Update.**

Holtz reported there are 34 sculptures commissioned for the Ice Sculpture Festival. The Dog House Restaurant is scheduled to open in February or early March. Jazzercise will be opening up downtown at 101 W. Chicago Blvd. The Purple Pear Tree is closing.

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

None.

Meeting adjourned by Chairman Manwaring at 8:02 a.m.

Secretary: Beth Kennedy

Recorded by: Denine Wells

