

**CITY OF TECUMSEH  
DOWNTOWN DEVELOPMENT AUTHORITY**

**Meeting Minutes**

Thursday, February 10, 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, B. Fox, J. Fox, Johnson, Kennedy, Koch, Masters, Slovinski and Taylor.  
Also Present: Paula Holtz, E.D. Director.  
Denine Wells, E.D. Office Supervisor.  
Kevin Welch, City Manager.  
Jan Salsberry, Tecumseh resident.  
Manwaring welcomed Jan Salsberry, soon to be our newest board member.
- Members Absent: Feldkamp and Stimpson.  
**Motion by Johnson;** Supported by J. Fox.  
To excuse Feldkamp due to being out of county.  
*Motion carried.*
- C. Public Comment RE: Items on the Agenda.  
None.
- D. **Motion by J. Fox;** Supported by Taylor.  
To approve the minutes of January 13<sup>th</sup>, 2011, with a correction under New Business, Item #2. The motion should state, "To accept with regret the resignation of Paul Bidwell from the DDA Board."  
*Motion carried.*
- E. Treasurer's Report  
**Motion by J. Fox;** Supported by B. Fox.  
To allow and pay the bills as presented with an additional bill from DOWNTOWN PRINTING in the amount of \$50.00 for Welcome to Tecumseh cards.  
*Motion carried.*  
**Motion by J. Fox;** Supported by Johnson.  
To approve the January Financial Statement.  
*Motion carried.*
- F. Committee Updates
1. **Physical Improvement:**  
No Report.  
  
Next Meeting: March 16<sup>th</sup>, 2011, 8:00 a.m. EDD Office.
  2. **Organization Committee:**  
No Report.
  3. **Marketing Committee:**  
No Report.  
  
Next Meeting: February 15<sup>th</sup>, 2011, 8:00 a.m. EDD Office.
  4. **Economic Development Committee:**  
No Report.  
  
Next Meeting: March 24<sup>th</sup>, 2011, 8:00 a.m. EDD Office.
- G. New Business
1. **DDA Board Recommendations.**  
**Motion by B. Fox;** Supported by Kennedy.  
To recommend to City Council the appointment of Jan Salsberry to fill the term to expire in August 2013 and Steve Kampmueller to fill the term to expire in August 2011.  
*Motion carried.*

2. **Budget.**  
**Motion by Johnson;** Supported by J. Fox.  
To approve the proposed budget as amended and to submit to City Council for adoption. The amendment is to reallocate \$3,500.00 from Professional Services line item and put \$1,000.00 in each: Property Acquisition & Development Reserve, Future Projects Reserve, Parking Lot Reconstruction Reserve and \$500.00 in Miscellaneous.  
*Motion carried.*
3. **Election of Officers.**  
Chairperson Manwaring asked for nominations from the floor.  
**Motion by J. Fox;** Supported by Johnson.  
To appoint the following slate of officers for the DDA Board as presented:  
Guy Manwaring – Chairperson  
Bob Fox – Vice Chairperson  
Beth Kennedy – Secretary  
Chris Masters – Treasurer  
*Motion carried.*
4. **Art Trail Tecumseh.**  
Holtz reported there will be an Art Selection Committee meeting on March 2<sup>nd</sup> and invited all board members to attend. The sculptures for 2011-2012 are scheduled to be installed around May 1<sup>st</sup>.
5. **2010/11 Art Trail Tecumseh Brochure Reprint.**  
**Motion by Johnson;** Supported by Taylor.  
To approve the reprint of 500 *Art Trail Tecumseh* brochures with the digital printing from Spectrum Printers in the amount of \$459.00.  
*Motion carried.*
6. **Art Showcase Magazine Advertisement.**  
Holtz reported Downtown Tecumseh is going to be featured in the *Art Showcase Magazine* in the March issue.  
**Motion by Kennedy;** Supported by Johnson.  
To approve a ¼ page ad in the *Art Showcase Magazine* to supplement the article in the amount of \$300.00.  
*Motion carried.*
7. **Economic Development Department Office.**  
Holtz reported City Council approved proposed reductions in the 2011-2012 budget, which included the consolidation of the Economic Development office to City Hall and the sharing of staff with the City Manager's office. The Building Services Department will be moving to the Fire Department.

#### H. Old Business

1. **CBA Update.**  
Fox reported the Appleumpkin planning meetings will begin soon. She did a presentation on the layout of the festival at the City Council meeting. A Diva Day event is in the planning stages with a tentative date of March 24<sup>th</sup>.
2. **Chamber Update.**  
J. Fox reported the Chamber is holding a fundraiser event, "Wine, Women, Chocolate & Shoes" on February 25<sup>th</sup> at the Raisin Valley Golf Club. The Chamber Annual Meeting is going to be held on March 24<sup>th</sup> at 7:00 a.m. in the Community Center Glass Room.
3. **ED Department Update.**  
Holtz reported that Evans Street Station was featured recently on annarbor.com. City Council recently raised the policy at the Community Center to allow alcohol to be served as part of a catered event there.

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

None.

Meeting adjourned by Chairman Manwaring at 8:18 a.m.

Secretary: Dick Johnson

Recorded by: Denine Wells

