

CITY OF TECUMSEH
DOWNTOWN DEVELOPMENT AUTHORITY
Meeting Minutes

Thursday, February 13, 2014
7:00 a.m. Tecumseh City Hall

- A. Chairman B. Fox called the meeting to order at 7:00 a.m.
- B. Members Present: J. Fox, Johnson, Kampmueller, Koch, Lash, Lincoln, Masters, Nowak, Slovinski, Stimpson and B. Fox.
Also Present: Paula Holtz, Economic Development Director.
Linda Hewlett, Marketing Coordinator.
Denine Wells, Administrative Assistant.
Kevin Welch, City Manager.
- C. Approval of Agenda
Motion by J. Fox; Supported by Kampmueller.
To approve the February 13, 2014 agenda.
Motion carried.
- D. Public Comment RE: Items on the Agenda
None.
- E. Minutes of November 14, 2013 Meeting
Motion by Lincoln; Supported by J. Fox.
To approve the minutes of November 14, 2013 meeting.
Motion carried.
- F. Treasurer's Report
Motion by Nowak; Supported by J. Fox.
To allow and pay the bills as presented.
A roll call vote was taken.
- | | | | |
|-------------|-----|----------|-----|
| J. Fox | yes | Johnson | yes |
| Kampmueller | yes | Koch | yes |
| Lash | yes | Lincoln | yes |
| Masters | yes | Nowak | yes |
| Slovinski | yes | Stimpson | yes |
| B. Fox | yes | | |
- Motion carried.*
- Motion by Stimpson;** Supported by Nowak.
To approve the financial statements.
Motion carried.
- G. Committee Updates
- Physical Improvement Committee:**
No Report.
Next Meeting: April 16, 2014 8:00 a.m. City Hall.
 - Organization Committee:**
No Report.

3. **Marketing Committee:**

Hewlett reported the Marketing Committee met on January 21st and marketing assignments that resulted from the strategic plan were discussed. Hewlett and Nowak worked on the UAW window display project this week and the map is up along with website signage for downtowntecumseh.com. Hewlett will be updating the downtown walking map to coordinate with the large directory sign. Artwork has been submitted for the Downtown Tecumseh print ad for the Spring/Summer *Pure Michigan* Travel Guide.

Next Meeting: April 15, 2014, 8:00 a.m. City Hall.

4. **Economic Development Committee:**

No Report.

Next Meeting: March 26, 2014 8:00 a.m. City Hall.

H. New Business

1. **2014/15 Budget**

The 2014/15 proposed budget was included in the DDA packet. Holtz highlighted a few items on the budget and there was discussion.

Motion by Stimpson; Supported by Masters.

To adopt the proposed 2014/15 budget as presented.

A roll call vote was taken.

Kampmueller	yes	Koch	yes
Lash	yes	Lincoln	yes
Masters	yes	Nowak	yes
Slovinski	yes	Stimpson	yes
J. Fox	yes	Johnson	yes
B. Fox	yes		

Motion carried.

2. **Rental Rehabilitation Program**

Holtz reported she has been working with Dan Meikle on his rental rehabilitation project. Three bids have been received and he is preparing to select a contractor. The project may be completed by June 2014. A façade grant application may be received from Dan in the future. Ed Hull from Carpet on Wheels still has plans to renovate his building.

3. **2D Art Project**

Holtz reported 80 submissions were received from regional artists for the 2D artwork to be placed on the side of Boulevard Market. Holtz presented the layout of the artwork chosen by the Physical Improvement Committee and there was discussion.

4. **Resolution of Appreciation – Nanci Prezioso**

Motion by Johnson; Supported by Koch.

To present Nanci Prezioso with a certificate recognizing her for her many years of commitment to the downtown Tecumseh business community and to wish her well as she moves in a different direction.

Motion carried.

5. **Resignation of Valencia Flores**

Motion by Kampmueller; Supported by Lash.

To accept the resignation from Valencia Flores from the DDA Board.

Motion carried.

6. **Recommendation to Appoint Doug Bird to DDA Board**

Motion by Kampmueller; Supported by Masters.

To recommend the appointment of Doug Bird to fill an unexpired term on the Tecumseh Downtown Development Authority Board to expire in August of 2014.

Motion carried.

7. **Recommendation to Appoint Jan Salsberry to DDA Board**

Motion by Stimpson; Supported by Masters.

To recommend the appointment of Jan Salsberry to fill a vacancy on the Tecumseh Downtown Development Authority Board for a four year term to expire in August of 2018.

Motion carried.

I. Strategic Plan

A binder with information from the strategic plan was presented to the board members at the meeting. These binders will be handed out at each DDA meeting with updates periodically. Holtz reported the Marketing Committee met and discussed the tasks they were assigned, which are included in the binder. Holtz highlighted on each of these tasks.

J. Old Business

1. **CBA Update**

J. Fox reported the Ice Sculpture Festival was successful. She thanked Paula and Linda for all of their work to make this event a success. Downtown Divas at Dusk is March 27th. Art Walk is April 25th. Stirr It Up is closing and Gallery 1 is going to be moving into the Wild Iris space located at 101E. Chicago Blvd.

2. **Chamber Update**

J. Fox reported the Wine, Women, Chocolate & Shoes event is February 28th. The chamber annual meeting is March 27th at 7:00am and Tecumseh Schools Superintendent Kelly Coffin will be the speaker. The Golf Outing is scheduled for June. Plans are being made for the Pig Jig Pig Roast during Sidewalk Sales in July. The chamber is going to begin holding monthly networking meetings.

3. **ED Department Update**

Holtz reported the Tecumseh Carnegie Preservation League received an anonymous donation. Plans call for renovations to the main floor for use as artist studio space. The goal has been reached for the *Pure Michigan* campaign to move forward. The City of Tecumseh and the Tecumseh Chamber of Commerce will be hosting a meeting on Thursday, March 6th at 6:00pm at City Hall to discuss plans for the 2014 Farmers' Market in downtown Tecumseh. Holtz has met with Republic Services in regard to the consolidation of dumpsters.

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

B. Fox reported Bell's Beer Dinner Benefit, to benefit Mott's Children's Hospital, is going to be held on February 23rd from 4:00-6:30pm at Evans Street Station.

Motion to adjourn the meeting at 8:04 a.m. by Stimpson; Supported by Masters.

Motion carried.

Secretary: Kim Koch

Recorded by: Denine Wells