

**CITY OF TECUMSEH
DOWNTOWN DEVELOPMENT AUTHORITY**

Meeting Minutes

Thursday, August 11, 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, Kampmueller, Kennedy, Koch, Masters, Salsberry, Slovinski and Taylor.

Also Present: Paula Holtz, E.D. Director.
Linda Hewlett, Marketing Coordinator.
Denine Wells, Administrative Assistant.

Members Absent: Johnson and Stimpson.

Motion by J. Fox; Supported by Feldkamp.
To excuse Johnson 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 June 9th, 2011.
Motion carried.

- E. Treasurer's Report

Motion by Kennedy; Supported by J. Fox.

To allow and pay the June and July bills as presented, with an additional bill from Downtown Printing in the amount of \$228.00.

Motion carried.

Motion by J. Fox; Supported by .
To approve the June and July Financial Statements.
Motion carried.

- F. Committee Updates

1. **Physical Improvement:**

No Report.

Next Meeting: September 21st, 2011, 8:00 a.m. City Hall.

2. **Organization Committee:**

No Report.

3. **Marketing Committee:**

Hewlett reported an article about Tecumseh was featured in the Grand Rapids Press, on MLive and in the Jackson Citizen Patriot. We have had several calls come into the Economic Development office from individuals wanting to visit Tecumseh since this article was featured. A downtown Tecumseh ad was placed in the official Ann Arbor Art Fair Guide published by *Art Showcase* magazine. WLEN provided a complimentary live remote for Sidewalk Market Days.

Next Meeting: September 20th, 2011, 8:00 a.m. City Hall.

4. **Economic Development Committee:**

No Report.

Next Meeting: September 22nd, 2011, 9:15 a.m. City Hall.

G. New Business

1. **Election of Officers.**

Motion by Kampmueller; Supported by Taylor.

To retain the same slate of officers for the DDA Board which are as follows:

Guy Manwaring – Chairman

Bob Fox – Vice Chairman

Beth Kennedy – Secretary

Chris Masters – Treasurer

Chairman Manwaring called for additional nominations from the floor. None were offered.

Motion carried.

2. **Fall Decorations.**

Motion by Kampmueller; Supported by Koch.

To approve amount for cornstalks and bows for fall decorating downtown in the amount not to exceed \$400.00.

A roll call was taken.

Manwaring	yes	Koch	yes
Feldkamp	yes	Masters	yes
B. Fox	yes	Salsberry	yes
Kampmueller	yes	Slovinski	yes
Kennedy	yes	Taylor	yes

J. Fox abstained from the vote.

Motion carried.

3. **Ice Sculpture Festival Sponsorship.**

Motion by J. Fox; Supported by Kennedy.

To sponsor the 2011 Ice Sculpture Festival in the amount of \$1,000.00.

Motion carried.

4. **Dumpster Enclosure Maintenance.**

Motion by Kampmueller; Supported by B. Fox.

To hire Steam Slinger Power Washing to do the initial cleaning in the northwest and southwest dumpster enclosures in the amount of \$382.50 for each location for a total amount of \$765.00. The businesses will be made aware that the DDA will take care of the first cleaning and then determine how the following cleanings will be handled as far as charges are concerned.

Motion carried.

5. **Visitor's Guide - LCVB.**

Hewlett recommended placing an ad in the 2012-2013 Lenawee Conference and Visitors Bureau Visitor's Guide in the amount of \$425.00. The Tecumseh Center for the Arts would like to share this advertisement, which would then cost the DDA \$212.50.

Motion by Kennedy; Supported by Koch.

To share the expense with the TCA for a ½ page ad in the 2012-2013 Lenawee Conference and Visitors Bureau Visitor's Guide in the amount of \$212.50.

6. **Retail Success Strategies Seminar.**

Holtz reported South Central Michigan Works! received a grant to bring in two high level speakers to hold workshops at the Weber Center at Siena Heights University for area businesses. The speakers are from ZingTrain and WhizBang! Training. These workshops are going to be held on September 19, 2011 from 7:00 a.m. – 5:00 p.m. and the cost is \$25.00. All Tecumseh businesses will be encouraged to attend.

H. Old Business

1. **CBA Update.**

J. Fox reported the next Appleumpkin meeting is September 1st. The Appleumpkin Festival will be expanding to the west end this year, called the Appleumpkin "WestFest". The next Classic Car & Bike Show is August 18th. Art in August is August 26th. The Breast Cancer Awareness Walk is

October 1st. The Art Bra Auction is October 20th. The Ice Sculpture Festival is going to be January

21st & 22nd. Eva Twosies has gone out of business. Cowboys Grill is downsizing.

2. **Chamber Update.**

J. Fox reported the Chamber is working on a fall fundraiser.

3. **ED Department Update.**

Kathy Carey has signed a purchase agreement for Eggleston's building, located at 107 E. Chicago Blvd., for The Dog House Restaurant. Holtz reported she will be on maternity leave from August 29th – December 1st.

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

None.

Meeting adjourned by Chairman Manwaring at 7:48 a.m.

Secretary: Beth Kennedy

Recorded by: Denine Wells