

**CITY OF TECUMSEH
DOWNTOWN DEVELOPMENT AUTHORITY**

Meeting Minutes

Thursday, November 8, 2012

7:00 a.m. Tecumseh City Hall

- A. Vice Chairman Fox called the meeting to order at 7:00 a.m.
- B. Members Present: B. Fox, J. Fox, Johnson, Kampmueller, Koch, Masters and Slovinski.

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

Members Absent: Feldkamp, Kennedy, Salsberry and Stimpson.

Motion by Kampmueller; Supported by J. Fox.
To excuse Feldkamp and Kennedy due to family reasons and Salsberry due to being out of county.
Motion carried.

- C. Approval of Agenda
Motion by Johnson; Supported by Kampmueller.
To approve the agenda as presented.
Motion carried.

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

- E. Minutes of October 11th Meeting
Motion by J. Fox; Supported by Kampmueller.
To approve the minutes of October 11, 2012 meeting.
Motion carried.

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

Motion by Kampmueller; Supported by J. Fox.
To approve the October Financial Statement.
Motion carried.

- G. Committee Updates

1. **Physical Improvement:**

Holtz reported the Physical Improvement Committee had a meeting this week and the committee would like to make a recommendation to the DDA Board to consider a reduced version of the current exhibit with MSI for a 2013 Outdoor Sculpture Program. This is an action item under New Business. Siena Heights University has been contacted in regard to a possible student project. Holtz will investigate this further. This program would be in addition to the MSI art exhibit. There was discussion on the 2013 exhibit.

Next Meeting: December 19th, 2012, 8:00 a.m. City Hall.

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

3. **Marketing Committee:**

Hewlett reported the holiday shopping commercials on WTOL will start airing on November 26th. There are fourteen merchants participating pairing up to make seven commercials. WLEN will be doing a live remote on Friday to promote the Holiday Open House this weekend on November 9th & 10th.

Next Meeting: January 15th, 2013, 8:00 a.m. City Hall.

4. **Economic Development Committee:**

No Report.

Next Meeting: November 15th, 2012, 8:00 a.m. City Hall.

H. New Business

1. **Midwest Sculpture Initiative 2013 Proposal.**

Motion by Johnson; Supported by J. Fox.

To approve the 2013 proposal from Midwest Sculpture Initiative in the amount of \$9,933.00.

Motion carried.

2. **Nomination of DDA Board Chair and Vice Chair.**

Motion by Kampmueller; Supported by Masters.

To accept the nomination of Bob Fox as the DDA Board Chairperson and Dick Johnson as the DDA Board Vice Chairperson.

Motion carried.

3. **MSHDA Rental Rehab Program Application.**

Holtz reported she will soon be submitting an application for the rental rehab program for projects on two buildings downtown, Carpet on Wheels and The Wild Iris.

4. **Pure Michigan Guide Print Advertising.**

Motion by Johnson; Supported J. Fox.

To approve designating \$1,744.41 of the DDA Marketing budget to put toward an ad in the *Pure Michigan* Spring/Summer Guide.

Motion carried.

5. **December DDA Meeting.**

Motion by J. Fox; Supported by Masters.

To cancel the DDA meeting scheduled for December 13, 2012.

Motion carried.

6. **Downtown Property.**

Staff provided an update on pending property transactions in downtown Tecumseh.

I. Old Business

1. **CBA Update.**

J. Fox reported the Appleumpkin Festival was a success despite the weather. There will be a wrap up meeting on November 20th. Holiday Open House event will be this weekend on November 9th & 10th. The Ice Sculpture Festival will be held on January 19th & 20th.

2. **Chamber Update.**

J. Fox reported the Christmas Parade will be Friday, December 7th. Santa will be arriving on a horse drawn carriage. The chamber will soon be working on their membership drive.

3. **ED Department Update.**

Holtz reported this has been a busy month with site selection requests.

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

None.

Motion to adjourn the meeting at 8:01 a.m. by Kampmueller; Supported by Koch.

Motion carried.

Secretary: Beth Kennedy

Recorded by: Denine Wells

