

**CITY OF HANCOCK  
DOWNTOWN DEVELOPMENT AUTHORITY  
MINUTES OF MAY 6, 2019**

The regular monthly DDA meeting was called to order by Chairperson Pete Wickley on Monday, May 6, 2019 at 6:00 p.m. at City Hall with the following members present: Pete Wickley, Jon Luse, Jr., Pete Mackin, Bob Frantti, Jordan Johnson, John Haeussler, Steve Zutter and Randy Neiswonger.

Absent: John Diebel

Staff: City Manager Barry Givens

It was moved by Mackin and seconded by Neiswonger to approve the agenda.

AYES: All

NAYES: None

Motion Carried

It was moved by Haeussler and seconded by Frantti to approve the April, 1 2019 minutes.

AYES: All

NAYES: None

Motion Carried

Public Comments: Melissa Goulette presented a façade grant application for The Flower Shop located at 320 Quincy Street. The work will include a new front window, signage, a new front greenhouse wall, cleaning of the brick veneer and front door refinishing. the grant amount requested was up to \$10,000.

It was moved by Mackin and seconded by Haeussler to approve a façade grant in the amount of \$7336.14 for The Flower Shop.

AYES: All

NAYES: None

Motion Carried

Updates/Information

-The City Manager summarized the application process for the DDA Coordinator position. Applications were received until April 12<sup>th</sup> and six applications were received. A committee consisting of the City Manager, Jon Luse, Jr. (DDA and Main Street Hancock) and Cynthia Cote (Hancock Business and Professionals Association) reviewed the applications. The committee selected three applicants for interviews. One of the finalists declined an interview and any further consideration for the position.

## Old Business

The first candidate Deb Mann of 19920 State Highway M203, Hancock MI was interviewed by the DDA. Chairman Wickley asked Deb a series of prepared questions.

The second candidate Mellissa Maki of 46636 Huron St., Dodgeville MI was interviewed by the DDA. Chairman Wickley asked Melissa a series of prepared questions.

Upon closing the interviews discussion ensued pertaining to each interviewed candidate.

It was moved by Zutter and seconded by Frantti to offer the position to Deb Mann and have the City Manager negotiate and prepare a contract for the DDA's approval.

AYES: All  
NAYES: None  
Motion Carried

The City Manager gave an update on the summer movie equipment proposals. The total cost of the equipment is estimated to be \$11,000 and a license is required for movies in the range of \$300/movie.

It was moved by Luse and seconded by Haeussler to increase the DDA's contribution to the movie equipment to \$7000.

AYES: All  
NAYES: None  
Motion Carried

It was moved by Zutter and seconded by Neiswonger to adjourn at 7:25 p.m.

AYES: All  
NAYES: None  
Motion Carried

Respectfully submitted,

Barry Givens  
City Manager