

CITY OF HANCOCK
DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES OF JUNE 6, 2011

Chairperson Peter Wickley called the regular DDA meeting to order at 5:30 p.m., Monday, June 6, 2011 with the following members present: Jordan Johnson, Carol Fisher, Peter Wickley, Steve Zutter, Kathy Johnson, Bonnie Holland, Bill Laitila and Frank Taucher.

Absent: Jim Bogan

Guests/Staff: Karyn Hanks, John Haeussler and Glenn Anderson

It was moved by Kathy Johnson and seconded by Fisher to approve the agenda with one addition, consider cancelling the July 11th DDA meeting.

AYES: All

NAYES: None

Motion Carried.

It was moved by Kathy Johnson and seconded by Holland to approve the May 2, 2011 minutes.

AYES: All

NAYES: None

Motion Carried.

There were no public comments.

Updates/Information

-Reviewed the May 9, 2011 HB & PA meeting notes.

-Heard the 2011 TORI is operating on both Wednesday and Saturdays, from 9 a.m. to 2 p.m., using both new tents.

-Heard the 36th Annual Canal Run will be held on July 16th from McLain State Park to the Citizen Bank Building.

-Heard the water and sewer infrastructure project will be completed on Hancock Street by mid July, in time for the MDOT repaving project.

-Received an update on the May 4th Downtown Reshape event, with over 60 persons attending.

-Noted the downtown survey had 418 responses to date.

-The FU Lion and Hancock Bulldog flags have been ordered and will be sold at cost at \$37.00 each.

Page 2.

-Heard the membrane roof blew off the building at 116 Quincy St. and that Houghton County paid a contractor to remove it when it was hanging on the East side. The Houghton County land bank is in the process of acquiring the property for tax foreclosure.

-Heard that Mike Lahti is purchasing the Citizen's Bank Building this month.

-Heard that Mike Lahti has started construction on his 3-plex townhouse located adjacent to 424 Hancock St.

The DDA was briefed by City Manager Anderson that the roof drains on both private alleys in the 100 block of Quincy St. have been diverted to the city's storm sewer for the first time as part of the sewer rehab project. A new storm manhole was installed near Sayen's parking lot

The DDA heard that MDOT's Contractor, Bacco Construction, will be replacing most of the sidewalk approaches on Hancock St. in preparation for repaving Hancock St. in late July.

The DDA was informed that all of the water service laterals on Hancock Street will be replaced by mid-July as part of the water rehab project.

It was moved by Zutter and seconded by Laitila to cancel the July 11th council meeting.

AYES: All

NAYES: None

Motion Carried

The DDA heard that the Chamber of Commerce had taken over the Bridgefest Parade, scheduled for 7:00 p.m. on June 17th. The parade will start in Hancock this year.

The DDA reviewed the FY 11/12 TIFA budget, showing revenue of \$142,000 and expenses of \$126,151.85.

The Elevation TIFA Budget for FY 11/12 had revenue of \$20,779.08 and expenses of \$17,332.75.

For the 9 months ending March 31, 2011, the DDA TIFA had revenue of \$135,524.95 and expenses of \$131,694.43.

DDA members asked for a cash flow projection for the next meeting showing current obligations.

Karyn Hanks from the Marketing Dept. presented the DDA with a FY 11/12 advertising/marketing budget proposal of \$18,450, made up of:

Page 3.

Newspaper Ads	\$9,000
Front wall sign	\$800
Radio Ads	\$1,000
Social Media	\$1,000
PR	\$1,500
Place mats	\$150
New Banner	\$3,000
Poster printing	\$100
Retailer buttons	\$400
Misc/Fees	\$1,850

It was moved by Kathy Johnson and seconded by Steve Zutter to approve an advertising budget of \$18,500 and hire the Marketing Dept., Inc. to implement the program.

AYES: All

NAYES: None

Motion Carried.

It was moved by Jordan Johnson and seconded by Taucher to adjourn at 6:35 p.m.

AYES: None

NAYES: None

Motion Carried.

Respectfully submitted,

Glenn Anderson
Secretary Pro-Tem