

**CITY OF HANCOCK
DOWNTOWN DEVELOPMENT AUTHORITY
MEETING MINUTES OF OCTOBER 5, 2009**

The regular DDA meeting held on Monday, October 5, 2009 at 5:30 p.m. was called to order by Chairperson Peter Wickley with the following members present: Peter Wickley, Jim Bogan, Kathy Johnson, Frank Taucher, Carol Fisher, Bill Laitila, Bonnie Holland, Darin Leetun (arrived at 5:45 p.m.)

Absent: Steve Zutter

Guest: Jon Julien

There were no public comments

It was moved by Laitila and seconded by Bogan to approve the agenda.

AYES: All

NAYES: None

Motion Carried.

Updates/Information

-Reviewed HB & PA minutes of September 8th.

-Heard that Northend Excavating had started work on interior demolition of fire damaged material at 116 Quincy St.

-Reviewed the following FY 08/09 ending cash balances: DDA/TIFA \$144,048
Elevation St. TIFA \$144,050

-DDA/TIFA cash as of Aug. 31, 2009 was \$209,000.

-Reviewed FY 09/10 budgets:

	<u>Revenue</u>	<u>Expenses</u>
DDA/TIFA	\$114,262	\$108,877
Elevation ST. TIFA	\$27,995	\$22,906

-Reviewed unaudited summary of revenue and expenses for the FY year ended June 30, 2009 for both the DDA/TIFA and Elevation St. TIFA funds.

-Reviewed a letter from US Postmaster Robert Allen that all mail carriers will be transferring to the Houghton Post Office on September 25th. Front desk customer service will remain in Hancock.

-Reviewed a pro-forma using the MSHDA signature grant program.

-Heard that MSHDA received the city's request for up to \$280,000 for the Belle Tower Suites Project.

-Heard that the work in the upper floors of the Jutila Building, 200 Michigan Ave. was underway by the contractor, Gundlach/Champion. The 6th and 7th floors are being

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Remodeled into additional business incubator space with help of an EDA grant. All new exterior windows from the 5th floor up will be installed, as well as roof and elevator upgrades.

-Heard that Kevin Mackey, a new attorney is locating into Don Hiltunen's office, who retired, at 300 Quincy St.

-Heard that MDOT will be presenting a presentation on traffic modeling on making Hancock Street three lanes to handle all US41 traffic on September 28th at 6:00 p.m. at City Hall.

The DDA reviewed the following façade grant distributions:

- a. Mike Shoupe/Studio Pizza/Pic Theatre building, 426 Quincy St, \$10,000
- b. Sandy Coponen/Sew Sisters/117 Quincy St., \$325 (sign)
- c. Tom Wenc/325 Quincy St., \$8,332

The DDA reviewed a quote from Payne and Dolan for \$33,000 to pave the new street between Forest St. and Birch St. that will provide access to seven waterfront lots. Because the paving wouldn't occur until next year's construction season, the DDA felt it could wait to take action.

It was moved by Johnson and seconded by Leetun to table the paving request until the April or May 2010 meeting.

AYES: All

NAYES: None

Motion Carried.

The DDA reviewed cost estimates to provide gas and underground electrical to serve the seven waterfront lots to encourage new residential construction, which the DDA will be able to capture some of the taxable value.

It was moved by Bogan and seconded by Johnson to pay for 75% of the quoted prices from Semco gas at \$6,414 and UPPCO for electrical service at \$14,000 to assist in installing new utility service at the old DPW and Tonne parcels.

AYES: All

NAYES: None

Motion Carried.

When all seven lots are developed and have houses on them the estimated annual tax capture is \$20,000 for the DDA.

It was moved by Holland and seconded by Fisher to contribute \$200 to the HB & PA for the October 24th Halloween Party to be held at the Gartner building.

AYES: All

NAYES: None

Motion Carried.

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The DDA agreed to meet at 6:30 p.m. to tour the Gartner's Building, 102 Quincy St.

Respectfully submitted,

Glenn Anderson
Secretary Pro-Tem