

**CITY OF HANCOCK
DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES OF NOVEMBER 2, 2009**

Chairperson Peter Wickley called the regular monthly DDA meeting to order at 5:30 p.m. on Monday, November 2, 2009 with the following members present; Peter Wickley, Carol Fisher, Bonnie Holland, Frank Taucher and Jim Bogan.

Absent: Kathy Johnson, Bill Laitila, Steve Zutter and Darin Leetun.

Guest/Staff: Dale Burkhouse and Glenn Anderson

It was moved by Holland and seconded by Fisher to approve the agenda.

AYES: All

NAYES: None

Motion Carried.

It was moved by Taucher and seconded by Fisher to approve the September 14, 2009 and October 5, 2009 minutes.

AYES: All

NAYES: None

Motion Carried.

Dale Burkhouse, representing the HB & PA, outlined their efforts to hold the annual Christmas Walk on November 27th and wrap garland around most of the light poles. He requested a contribution of \$1,000.

It was moved by Bogan and seconded by Taucher to contribute \$500 to the HB & PA for the garland project.

AYES: All

NAYES: None

Motion Carried

No public comments were received

Updates/Information

-Heard that Northend Excavation had completed the removal of fire damaged debris at 116 Quincy St.

-Reviewed the 2009 summary of campground use and found that the city had a record campground use. It was noted that fees for 2010 will be going up.

-Heard that the city is planning to construct a new storm sewer and replace the current sanitary sewer main in the Gartner's private alley. The new storm sewer will help the city eliminate roof drain connections to the city sanitary sewer.

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- Heard the city had applied for a ARRA grant of \$47,450 to conduct a Hancock District Heating feasibility study with DLEG.
- Reviewed the proposed city entrance design winning layout.
- Looked at the significant reduction in state sales tax the city general fund has experienced since 2002. The state cut the city \$48,804 for FY 09/10.
- Heard that Tunnel Vision has started televising & cleaning about 6 miles of city sewer lines. The information will be used to direct repair funds to the most needed areas.
- Heard that the HCMCF has bid out a parking lot expansion on land they recently purchased from FU. The low bidder on the \$105,000 project is Tony Burcar Contracting.
- The DDA was briefed on the design plans for the planned extensive rehab of the Arts Center and their request to acquire a 28' x 72' city owned parking lot located behind the building now leased out to FIA and Northwood's for parking.
- Heard construction on the sand lift and gravel of the new road between Forest and Birch St. will be completed by the end of the month and that natural gas will be installed also.
- Learned that the city has 11 new homes under construction for 2009 out of an estimated 60 housing starts county wide. Mike Lahti has constructed 2 single family modular homes at the old Cash & Carry parcel, and plans to add 2 more in 2010.
- Discussed the final DOT EAS selection of United/SkyWest to serve CMX effective March 1, 2010. The Houghton County Airport will be holding community meetings this winter to present the transition plan to the area.

The DDA reviewed façade mini grant payments in October to the Book Concern for window replacement at \$4,985.45.

The DDA discussed its October 5th tour of the Gartner's Building and the current asking price of \$180,000. A Phase I with lead & asbestos testing for the building is estimated to cost \$3,500 to \$4,500. No action was taken.

The DDA discussed a new Downtown Marketing initiative for 2010 partially funded by the DDA. The DDA is aware that the Houghton Downtown business group and Houghton City are undertaking a \$20,000 branding/marketing plan utilizing the marketing dept. as its consultant.

The DDA asked for a thought out marketing plan, possibly using a consultant to develop a plan and budget. The DDA acknowledged that many businesses cannot afford to market and advertise their businesses and the DDA could play a role in this. The city manager will work on developing a proposal for consideration at a future meeting.

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It was moved by Bogan and seconded by Holland to adjourn at 6:35 p.m.

AYES: All

NAYES: None

Motion Carried

Respectfully submitted,

Glenn Anderson

Recording Secretary