



FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES

Monday, July 25, 2011
Conference Room A – Farmington City Hall

The meeting was called to order at 6:02 p.m. by President Rock.

ROLL CALL

PRESENT: Cowley (6:04), Frost, Gajewski, Higgins, Jewett (6:28pm), Rock, Wasen, Schneemann

ABSENT: Buck, Cornwell

OTHERS PRESENT: Executive Director Knowles
Administrative Assistant Nogle
Events Planner Bloom

CONSENT AGENDA ITEMS

MOTION by Buck

SUPPORTED by Cowley

RESOLVED, that the board approves the regular minutes of June 27, 2011, with changes noted, and accepts and files the June Bill Review and June Financial Report, as presented. MOTION CARRIED, ALL AYES.

ART ON THE GRAND WRAP UP – J. BLOOM

Bloom provided a report about Art on the Grand. She praised the great attendance and positive business feedback. Suggestions for next year include adding kid and food vendors, finding more sponsors and trimming costs. The wine tent area was confusing on Saturday evening. The event lost approximately \$12,000, which is much lower than 2011.

REMOVAL OF TREE SQUARE AT PAVILION

Motion by Frost

Supported by Gajewski

RESOLVED, that the board authorizes the removal of the center planter at the Sundquist Pavilion and the replacement of the same with brick pavers to match the existing, at a cost not to exceed \$1,600.00, funds to be derived from the Farmers Market Cost Center, Miscellaneous Account, #248-760.00-956.000, and subject to approval by city administration.

MOTION CARRIED, ALL AYES

RESURFACING OF PARKING LOTS

Motion by Cowley

Supported by Higgins

RESOLVED, that the board approves the expenditure of an amount not to exceed \$40,000.00 to resurface the North parking lot, funds to be derived from Capital Outlay, account #248-000.00-970, and BE IT FURTHER RESOLVED, that the board approves the expenditure of an amount not to exceed \$11,000.00 to resurface the parking lot at the Masonic Lodge, subject to completion of an appropriate agreement for public use, funds to be derived from the PSD, Capital Outlay – Land Improvements, account #248-759.00-972.000.

MOTION CARRIED, ALL AYES

CLOSED SESSION

Motion by Frost, Supported by Gajewski

RESOLVED, that the board convenes into closed session at 6:58pm to discuss property acquisition.

Ayes: Cowley, Frost, Gajewski, Higgins, Jewett, Rock, Schneemann, Wasen

Nays: None

Motion carried, All Ayes.

Motion by Jewett, Supported by Frost

RESOLVED, that the board resume meeting in open session.

Motion carried, All Ayes

Open session was resumed at 7:53pm.

Schneemann left the meeting.

Motion by Wasen, Supported by Higgins,

RESOLVED, that the board authorizes the Executive Director to take action on items discussed in closed session.

Motion carried, All Ayes

Schneemann re-entered the meeting.

WORKPLAN UPDATES

Executive Director – The final report for the fiscal year ending June 30, 2011 was included, along with a first report for the new work plan. Some projects were carried over, including parking, branding and the build-out loan program.

Organization – Volunteers are needed for the Harvest Moon Celebration. Many groups came forward for the paid opportunities, which are limited to the festival at this time. The Organization Committee plans to assist once again with sponsorship solicitation, with proper time to plan ahead.

Design – The Committee is working on the Farmington Road Project. The Committee is looking at gaining 3 feet of sidewalk at the corner of Grand River and Farmington Road in front of PluSkateboarding. Schneemann responded to Councilwoman McShane's comments from the June 25, 2011 meeting regarding the sidewalks

Promotions – Jewett reported the new banners are on display. Almost all the business locator maps have been distributed. The Committee will be discussing a promotions plan to leverage the Detroit Institute of Arts outdoor art project, for implementation in the spring of 2012.

ER – Frost appreciated the attendance by the board members for attending the MSOC Tech Visit. There was also appreciation of the work Knowles did to have our community chosen to receive the Tech visit. There will be a report generated soon that will help the ER committee focus on a business strategy.

ADJOURNMENT

MOTION by Cowley SUPPORTED by Buck

RESOLVED, that the meeting be adjourned.

MOTION CARRIED, all Ayes.

The meeting was adjourned at 8:37 p.m.

The next regular meeting will be on Monday, August 22, 2011, at 6:00 p.m.

Respectively submitted,

Annette Knowles