



FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES
Monday, June 28, 2010

The meeting was called to order at 6:05 p.m. by President Rock.

ROLL CALL

PRESENT: Buck, Cornwell, Frost, Gajewski, Higgins, Jakacki, Kuiken, Rock, Schneemann

ABSENT: Cowley

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

CONSENT AGENDA ITEMS:

MOTION by Kuiken, SUPPORTED by Higgins to approve the regular minutes of May 24, 2010, and to accept and file the May Bill Review Report and Financial Statements as presented. MOTION CARRIED, ALL AYES.

PRESENTATION – INTENSIVE LEVEL HISTORIC SURVEY

Kristine Kidorf, Kidorf Preservation Consulting, presented the findings of the Intensive-Level Historic Survey. In the report, Ms. Kidorf is recommending a small expansion of the existing National Register historic district to include three additional properties on the south side of Grand River Avenue. Additionally, she advised that the period of significance should be amended and that buildings contained within the area be identified as contributing or non-contributing. Her report includes details about the properties and their significance to the district. The board's next step is to discuss its intent to apply to the State Historic Preservation Office to enact the recommendations.

EVENTS UPDATE

Janet Bloom reported about the status of festival planning. Returning sponsors include Bright House, Meijer, C&G Newspapers, and Ringling Bros. and Barnum & Bailey. Key areas include the Go Playground, Crafter's Marketplace, Walker's Tavern and the Botsford Parade. Parade highlights are the Clydesdales, the Shriners and Grand Marshal Kirsten Haglund, who will sing the National Anthem preceding the parade.

NOMINATION FOR CHAIR OF ECONOMIC RESTRUCTURING COMMITTEE

MOTION by Cornwell, SUPPORTED by Jakacki, to appoint Chuck Frost as the Committee Chair for the Economic Restructuring Committee. MOTION CARRIED, ALL AYES.

ELECTION OF VICE-PRESIDENT

Because of James Kuiken's resignation from the board, the position of Vice-President becomes vacant. Cornwell nominated and Buck supported the nomination of Steve Schneemann for the position of Vice-President. No other nominations were received.

MOTION by Cornwell, supported by Jakacki, to close the nominations for Vice President and to elect Steve Schneemann by acclamation. MOTION CARRIED, ALL AYES.

ACCEPTANCE OF ADDITIONAL SERVICE ADDENDUM PAVILION ELECTRICAL

MOTION by Schneemann, SUPPORTED by Kuiken to approve the Additional Service Report in the amount of \$1,560.00, dated 6-4-10, from Berbiglia Associates, to provide additional information on construction documents to document a new 400 ampere electrical service at the Pavilion, funds to be derived from account #248-000.00-801.000. MOTION CARRIED, ALL AYES.

Greg Cowley entered the meeting.

ACCEPTANCE OF PROPOSAL – ART ON THE GRAND VIDEO

MOTION by Cornwell, supported by Jakacki, to accept the proposal from Visibles Marketing to script, videotape, edit and produce a video of the 2010 Art on the Grand, in the amount of \$2,000.00, half of which will be assumed by the City of Farmington, funds to be derived from fiscal year 2010-2011, account number 248-763.00-880.000, Community Promotions. MOTION CARRIED, with Higgins Abstaining.

SIGN INCENTIVE APPLICATION 10-02 GFACC

MOTION by Kuiken supported by Frost to approve sign incentive application #10-02, received from the Greater Farmington Area Chamber of Commerce, located at 33425 Grand River Avenue, in the amount not to exceed \$287.50, funds to be derived from fiscal year 2009-2010, account #248-00.00-970.000. MOTION CARRIED, with Cornwell and Higgins abstaining.

SIGN INCENTIVE APPLICATIONS #10-03 THRU #10-12

MOTION by Kuiken, supported by Frost to approve sign incentive applications #10-03 through #10-12, received from the Bead Bohemia, Ink'd Souls LLC, J's Jewelry, J's Convenience Store, Majestic Design, the Olive Grove, the Sacred Sage, Sweet Repeatz Boutique, Talk A Lot Wireless and Victorian Lace Elegance, which are located in or adjacent to the Village Mall, 33335 Grand River Avenue, in an amount not to exceed \$200.00 per sign, funds to be derived from fiscal year 2009-2010, account #248-000.00-970.00, Capital Outlay, under the following terms and conditions:

- The sign bracket shall be uniform across all applications and shall remain a permanent part of the structure;
- A plan for signage for the buildings and a proof for each individual sign shall be submitted for review and approval by the Design Committee prior to installation; and
- The City of Farmington building official shall be consulted to ensure all building signage adheres to the sign ordinance.

MOTION CARRIED, with Cornwell abstaining.

SIGN INCENTIVE APPLICATION #10-13

MOTION by Cornwell supported by Frost to approve sign incentive application #10-13, received from Mike Greer Photography, located at 33316 Grand River Avenue, in the amount not to exceed \$175.00, funds to be derived from fiscal year 2009-2010, account #248-00.00-970.000, subject to review and approval by the Design Committee. MOTION CARRIED, with Buck abstaining.

WORKPLAN UPDATE

June's meeting marks the end of the 2009-2010 work plan, which was largely completed. The 2010-2011 work plan shall be the focus of future updates. Given that the year has recently commenced, most projects either remain in progress or to be started.

ADJOURNMENT

MOTION by Kuiken, SUPPORTED by Cowley that the meeting be adjourned. MOTION CARRIED, ALL AYES.

The meeting was adjourned at 8:15 p.m.

The next regular meeting will be on Monday, July 28, 2010 at 6:00 p.m.

Respectively submitted,

Annette Knowles