



FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES

Wednesday, January 7, 2015
Conference Room A, City Hall

The meeting was called to order at 6:04 p.m. by President Andrade.

ROLL CALL

PRESENT: Andrade, Gallagher, Galvin, Greer, Higgins, Murphy, Platzke

ABSENT: Buck, Key

OTHERS PRESENT: Annette Knowles, Asst. to City Mgr.
Vincent Pastue, City Manager

CONSENT AGENDA ITEMS

MOTION by Galvin, SECONDED by Platzke

RESOLVED, that the board accepts and files the regular minutes of December 3, 2014, the December Invoice Distribution and the November Financial Report, as presented. MOTION CARRIED, ALL AYES.

PUBLIC COMMENT

No public comment was heard.

AMEND AGENDA

MOTION by Galvin, SECONDED by Gallagher

RESOLVED, that the board amend agenda by moving item #5, Parking Meter Research/North Lot Demonstration Project, to item #4. MOTION CARRIED, ALL AYES.

PARKING METER RESEARCH/NORTH LOT DEMONSTRATION PROJECT

Pastue explained the history of parking management to date in the North Lot and his rationale for a proposed parking meter demonstration project with a purpose of changing parking behavior. He proposes to convene an ad hoc committee to research feasibility, cost and parameters of such a demonstration project.

Pastue view a demonstration project as one exercise in a larger management plan. However, action is needed as this area is experiencing more demand and scarcity than others.

In response to a question, Pastue noted that enforcement of the time limits by public safety is sporadic. Given technology has advanced, monitoring and enforcement does not have to be by a public safety officer.

Galvin noted that the council is aware and on-board with forming an ad hoc committee. The expectation is for the committee to present results to both bodies. Galvin questioned who has ultimate authority in making implementation decisions. He believes it is a council decision.

Galvin asked how the committee members will be selected. Current practice is for council to interview and select candidates. Given the temporary nature of an ad hoc committee, the City Manager will invite members. Greer, Andrade and Gallagher desired a willingness to serve.

Galvin noted that city-owned parking lots now are under-managed assets. That status needs to change.

Higgins commented that a Parking Commission with a dedicated mission for management and enforcement is the larger solution. Pastue agreed that an ad hoc committee is a prelude to a Parking Commission.

Murphy asked that communication be clear on intent to manage and change behavior; it is not a cash grab. It is management of an asset.

MOTION by Higgins, SECONDED by Galvin
RESOLVED, that the board concurs with the establishment of an exploratory committee for a parking meter demonstration project in the North Lot. MOTION CARRIED, ALL AYES.

MOTION by Galvin, SECONDED by Higgins
RESOLVED, that the board take a fifteen minutes recess. MOTION CARRIED, ALL AYES.

The board recessed at 6:46p.m.

Greer departed the meeting.

The board reconvened at 7:00p.m.

CLOSED SESSION – LAND ACQUISITION

MOTION by Higgins, SECONDED by Murphy
RESOLVED, that the board convene in Closed Session to discuss land acquisition.
AYES: Andrade, Gallagher, Galvin, Higgins, Murphy, Platzke
NAYS: None. MOTION CARRIED.

MOTION by Gallagher, SUPPORTED by Higgins
RESOLVED, that the board reconvene in open session. MOTION CARRIED, ALL AYES.

The board resumed open session at 7:30pm.

Gallagher departed the meeting.

WORK PLAN UPDATES

Platzke reminded board members about starting communication through the Block Captain program. The volunteer appreciation is scheduled for Wednesday, March 11, 2015. Nominations for the Mary Martin Service Award will be circulated once the biographies are complete.

Knowles provided an update about the Farmington Road Streetscape Project. Current cost estimates are substantially higher than the original estimate prepared with the grant application. Staff is seeking funding participation from other sources and project modifications to reduce expenses. The board may be asked to dedicate remaining bonding capacity to the project.

The Promotions Committee's is working on Restaurant Week, the last week of February.

Murphy reported that the Business Development Committee did not meet in December, but Innovate Farmington continues to grow each month.

Knowles reported on the results of the Main Street evaluation. MSOC has suggested that the Farmington DDA might adopt a project-based, rather than a committee-based, approach for work planning. MSOC Coordinator Donohue has been invited to the Executive Committee work session to explain in greater detail how to adopt this approach. Each board member will be asked to lead and carry out a specific project(s) each year.

BOARD COMMENT

Galvin noted that the feedback about skate rental from D&D Bicycle and Hockey has been very positive. On one day, they had sixty rentals! The arrangement will offer metrics on rink participation as an additional benefit.

Higgins requested a report on fiscal obligations and commitments, given that the budget is tight and demands are growing.

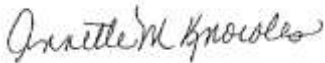
ADJOURNMENT

MOTION by Higgins, SECONDED by Murphy
RESOLVED, that meeting be adjourned. MOTION CARRIED, ALL AYES.

The meeting was adjourned at 8:08p.m.

The next regular meeting will be on Wednesday, February 4, 2015 at 6:00 p.m., in the Conference Room at City Hall.

Respectively submitted,



Annette Knowles,
Assistant to the City Manager/DDA Executive Director