



FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY  
MINUTES

Wednesday, March 7, 2018  
Conference Room, City Hall

Meeting was called to order at 6:05pm by Gallagher

**ROLL CALL**

PRESENT: Buck, Clement, Craft, Gallagher, Griswold, S. Murphy (6:07), Pascaris, Schneemann, Skrzycki

ABSENT: none

OTHERS PRESENT: Kate Knight, Executive Director  
David Murphy, City Manager

**APPROVAL OF ITEMS ON CONSENT AGENDA**

MOTION by Griswold, Second by Skrzycki

RESOLVED, that the board accepts and files as presented

a. Financial report

MOTION CARRIED, ALL AYES

**REGULAR AGENDA ITEMS**

MOTION by Buck, Second by Craft

RESOLVED, that the board accepts and files the regular agenda items

MOTION CARRIED, ALL AYES

**PUBLIC COMMENT**

None

**FINANCIAL SNAPSHOT**

Discussion of financial 'snap shot' will be included in presentation by Chris Weber, City Treasurer in conjunction with the proposed budget for 2018-2019

**ELECTION OF OFFICERS**

Floor relinquished to Executive Director Knight for election process

NOMINATION MADE FOR **PRESIDENT**: T. Craft

MOTION by Griswold, Second by Skrzycki

ROLL CALL VOTE: Pascaris- AYE

Gallagher- AYE

Buck- AYE

Schneemann- AYE

Griswold- AYE

S. Murphy- AYE

Skrzycki- Aye

Clement- AYE

Craft- AYE

Motion carries unanimously, thank you and welcome President Craft.



2017-2018 Budget, and 2018-2019 Proposed Budgets after and during which he answered questions.

MOTION by Buck, Second by Gallagher

RESOLVED, that the board amend the DDA 2017-2018 Budget, increasing revenues from \$572,700 to \$612,087 and decreasing expenditures from \$758,559 to \$661,029; which includes for allocating \$80,000 for the purpose of the Oakland Street Project

MOTION CARRIED, ALL AYES

### **FISCAL YEAR 2018-2019 BUDGET**

Discussion of budget and review of items for funding during the upcoming fiscal year; including elimination of the contract between the DDA and the City of Farmington for director services

MOTION by Pascaris, Second by Buck

RESOLVED, that the board approves the DDA 2018-2019 Proposed Budget.

MOTION CARRIED, ALL AYES

### **CLOSED SESSION: PROPERTY ACQUISITION**

MOTION by Buck, Second by Gallagher

RESOLVED, that the board enters into closed session.

MOTION CARRIED, ALL AYES

MOTION by Schneemann, Second by Buck

RESOLVED, that the board comes out of closed session.

MOTION CARRIED, ALL AYES

MOTION by Buck, Second by Gallagher

RESOLVED, that the Executive Director follow directions from the DDA Board regarding items discussed in closed session.

MOTION CARRIED, ALL AYES

### **OTHER BUSINESS**

Knight to provide light repast at future meeting, due to the length and hour of same

There was a request for change in date of regular April meeting from the first Wednesday of the month to Wednesday, April 11, 2018

MOTION by Schneemann, Second by Pascaris

RESOLVED, that the board change the regular meeting for the month of April in 2018 from the 4th to the 11th

MOTION CARRIED, ALL AYES

### **EXECUTIVE DIRECTOR UPDATE**

All board members please read on own and report or ask questions accordingly

### **BOARD COMMENT**

Buck- thank you to Chris Weber for excellent work, presentation and explanation as well as the team in his department

Schneemann- thank you to Gallagher, S. Murphy, and Skrzycki for service as officers for the 2017-2018 year and congratulations to Craft and Griswold for their new positions

Craft-report on Mainstreet workshop Trails and Tech he attended. He would like to incorporate some of these ideas into our work plan.

**ADJOURNMENT**

MOTION by Schneemann, Second by Griswold

RESOLVED, that the meeting be adjourned at 8:57pm

MOTION CARRIED, ALL AYES

The next regular meeting will be held on Wednesday, April 11<sup>th</sup>, 2018 at 6:00 p.m., in the conference room at City Hall.

Respectfully Submitted,

(Agnes) Micki Skrzycki  
Secretary, Farmington DDA