



FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY
Meeting Minutes
Wednesday, April 11, 2018
Farmington City Hall

The April 11, 2018 meeting was called to order by Todd Craft at 6:05 p.m.

ROLL CALL

PRESENT: Clement, Craft, Griswold, Murphy, Pascaris,
Schneemann (left early at 7:00 p.m.), Skrzycki

ABSENT: Buck, Gallagher,

OTHERS PRESENT: Kate Knight, DDA Executive Director
David Murphy, City Manager
Chris Halas, Design Committee Member
Lydia Macklin-Camel, DDA staff

APPROVAL OF ITEMS ON CONSENT AGENDA

Motion by Schneeman, seconded by Griswold to approve the following items on the consent agenda:

- a. Financial Report
- b. Minutes: January 3, 2018 Meeting
- c. Minutes: January 22, 2018 Special Meeting
- d. Minutes: February 7, 2018 Meeting
- e. Minutes: March 7, 2018 Meeting

Motion carried 7-0-2.

APPROVAL OF REGULAR AGENDA

Motion by Schneeman, seconded by Griswold to approve the April 11, 2018 agenda as presented.

Motion carried 7-0-2.

PUBLIC COMMENT

None.

FINANCIAL SNAPSHOT

Knight discussed the March 2018 Financial Report to the DDA Board outlining line items including spring clean-up and beautification of beds, pots, and planting areas throughout the downtown district as well as an irrigation system replacement.

CAPITAL PROJECT FINANCE MECHANISMS

Knight presented a financial report prepared in conjunction with David Murphy, City Manager, and Chris Weber, Finance Director, to the DDA Board outlining financing opportunities for future property acquisitions and capital improvement projects. According to the staff report, the DDA Board has one of two options for funding these endeavors:

1. The Board can use a capital improvement bond to fund property acquisitions. If the DDA Board were to go this route, they would be required to pass a resolution through City Council prior to utilizing the bond to fund a particular project.
2. The Board could also pay in cash for property acquisitions. If the Board were to go this route, they would need to request City Council award a capital improvement bond that would reimburse the DDA after cash payments are made to fund particular projects.

The bond would be primarily used for property acquisition, however, excess monies from the bond would be used to fund capital improvement projects in the downtown district. The DDA Board will continue to research and discuss the options presented by staff at a future meeting.

COMMITTEE UPDATES

a. DDA Design Committee

Knight provided an overview of the Design Committees most recent meeting with the Department of Public Works and OHM engineering advisors who presented preliminary plans for the Oakland Street improvement project, which will include 15-20 on street parking spots and sidewalk/crosswalk updates. Moving beyond the initial stages, the project aims to include aesthetic updates to the green space between Oakland Street and Grand River Avenue and enhanced pedestrian connectivity to the primary downtown thoroughfares.

b. Public Art Committee

Knight let the Board know that all three of the David Barr sculptures are slated to be placed at Riley Park this spring after concrete pads are poured. The Public Art Committee has also released a "Call to Artists" for a mural project on the east building wall of 33317 Grand River Avenue. Following the May 1, 2018, deadline, the Public Art Committee will jury applications.

c. Parking Advisory Committee

Knight reported that the parking advisory committee is working on identifying more long-term parking opportunities within the downtown district. Knight also let

the Board know staff is looking into a way to optimize the website to help visitors locate parking more effectively.

OTHER BUSINESS

Knight announced nominees for the 2017 Mary Martin Service Award:

1. Joe Mantey
2. Ginny Morris
3. Colleen Carnahan

The Board directed staff to administer and email poll with the DDA Board members to determine which of the three nominees will receive the 2017 award.

EXECUTIVE DIRECTOR UPDATE

Knight announced that the Samurai Steakhouse project is moving forward and the Design Committee will be taking a look at the plans. Knight also mentioned that through the generosity of the Samurai Steakhouse owners, the 1860s barn located on their property has found a home with the Pontiac Historical Commission.

BOARD COMMENT

Kathy Griswold reminded the Board that the Volunteer Appreciation Celebration event is on Monday, April 23, 2018, from 6:30 – 8:30 p.m. at John Cowley's. Griswold also reminded the Board that Ladies Night Out is that same week on Thursday, April 26, 2018, from 5 – 9 p.m.

Todd Craft suggested the DDA Board coordinate a joint meeting with City Council and Planning Commission to align goals in upcoming initiatives.

Micki Skrzycki let the Board know that minutes from meetings previous have been submitted and will be on the consent agenda for the May 2, 2018, meeting.

ADJOURNMENT

Motion by Skrzycki, seconded by Griswold to adjourn at 7:11 p.m.

Motion carried 7-0-3.

Respectfully Submitted,

Lydia Macklin-Camel
Staff, Farmington DDA

The next regular meeting will be held at 6:00 p.m. on Wednesday, May 2, 2018, in the conference room at Farmington City Hall.