



FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY  
MINUTES

Wednesday, June 7, 2017  
Conference Room, City Hall

Meeting was called to order at 6:03pm by President Gallagher

**ROLL CALL**

PRESENT: Clement, Gallagher, Galvin, Griswold, Pascaris, Skrzycki  
S. Murphy 6:13, David Murphy, Executive Director

ABSENT: None

OTHERS PRESENT:

Kevin Christianson, Economic Development  
Sarah Robertson 6:14, DDA Events

**CONSENT AGENDA ITEMS**

MOTION by Galvin, Second by Pascaris

RESOLVED, That the board accepts and files the Regular Minutes of May 2017

MOTION CARRIED, ALL AYES

**CONSENT AGENDA ITEMS**

MOTION by Skrzycki, second by Galvin

RESOLVED, Agenda item nine amended to

- a. Outdoor Seating in the DDA district; and
- b. DDA district Maintenance

MOTION CARRIED, ALL AYES

**PUBLIC COMMENT**

none

**UPDATE: ART ON THE GRAND**

- estimate record numbers both Saturday and Sunday of the event
- new inflatable Kid Zone area nearly broke even, it was very well received by families (cost: \$3500; revenue: \$3342)
- Farmington Hills will be sending a survey to all of the art vendors for feedback, but all of the vendors I spoke to did really well.

- We will be sending a survey to out downtown merchants: How were your sales during the event? Did your customers have trouble finding parking? Was the event well communicated to you?
- Set-up and tear-down went well. Vendors had to be out by 7:30 p.m. on Sunday night and were, with one exception. The road was opened up at 8 p.m.
- City employees really stepped up to help volunteer. Melissa sent the note requesting volunteers for the Kids' Zone to the city employees and within one hour she had most of the shifts filled!! Huge kudos!! Chuck and Josh also took the time to go over (with Melissa) street closures and ordering barricades, dumpsters and such. Sean Murphy was a hero while volunteering when one of the inflatable pieces began to collapse for a moment. Great guys!
- Mayor Galvin lauded Kathleen Spellman, winner of the Mayor's Award. She paints watercolors of Farmington. Suggestion was made that we might look into purchasing some for future correspondence.

### **UPDATE: ASSISTANT TO THE CITY MANAGER (DDA DIRECTOR) SEARCH**

Hello and welcome to Sara Robertson.

D. Murphy reported the search began with the Human Resource Dept.; 5 candidates were interviewed by the panel.

At this time there are three finalists. There will be a meet-and-greet at the Farmington Garage on June 12th, 6-8 p.m. for the council, DDA board and business owners.

On Wednesday June 13<sup>th</sup> will be the final interviews after which the panel is expected to share thoughts with the City manager regarding candidates, after which he will make his final selection.

### **MOVE OR CANCEL JULY 5 REGULAR DDA MEETING**

Due to the holiday on the 4<sup>th</sup>

MOTION by Galvin, Second by S. Murphy

RESOLVED, that the board shall move the regular DDA meeting from July 5<sup>th</sup> to July 12th

MOTION CARRIED, ALL AYES

### **COMMITTEE UPDATES**

S. Murphy reported regarding the parking committee. A discussion ensued.

### **OUTDOOR SEATING**

Kevin Christianson spoke to the board regarding modifications requested by business owners to shared outdoor seating availability. A modification was sought and researched between the city, businesses, and building owners working together to come up with an equitable plan and funding.

MOTION by Griswold, Second by Galvin

RESOLVED, that the board shall allocate up to \$2500 for proposed outdoor seating

MOTION CARRIED, ALL AYES

**DOWNTOWN MAINTENANCE**

D. Murphy requesting funds to be authorized for landscaping maintenance.

MOTION by S. Murphy, Second by Pascaris

RESOLVED, that the board shall allocate up to \$12,500 for maintenance and landscaping in the DDA district

MOTION CARRIED, ALL AYES

**BOARD COMMENT**

Thank you notes for Art on the Grand volunteers

Please do your homework- read the planning and parking documents

**ADJOURNMENT**

MOTIONED BY GALVIN, SECONDED BY GRISWOLD

RESOLVED, that the meeting is adjourned

MOTIONED CARRIED, ALL AYES

The meeting was adjourned.

A special Meeting will be held on Wednesday, June 14<sup>th</sup>, 2017 at 6:00 p.m., in the conference room at City Hall.

The next regular meeting will be held on Wednesday, July 12<sup>th</sup>, 2017 at 6:00 p.m., in the conference room at City Hall.

Respectfully Submitted,

(Agnes) Micki Skrzycki  
Secretary, Farmington DDA