



FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY
Meeting Minutes
Wednesday, June 5, 2019
Farmington City Hall

The June 5th meeting was called to order by Todd Craft at 6:05 p.m.

1. Roll Call

Todd Craft, Sean Murphy, Rachel Gallagher, Tom Pascaris, Stephanie Clement, Tom Buck, Micki Skryzcki, Steve Schneemann

Others present: David Murphy, Chris Weber, Kate Knight, Jessica Westendorf, Tim Colbeck (Main Street Oakland County)

Absent: Kathy Griswold

2. Approval of Items on Consent Agenda

a. Financial Report

b. Minutes: May 1, 2019 Regular Meeting

c. Minutes: May 15, 2019 DDA Public Art Meeting

d. Move July 3, 2019 Regular DDA Board Meeting to July 10, 2019

Motion to approve approval of items on the consent agenda with the amendment to change July 9th meeting to July 10th.

Result: Approved [8-0, Unanimous]

Moved: Schneemann

Seconded: Buck

Motion to move 9 & 10 up to public comment etc., up in the agenda

Moved: Buck

Seconded: Schneemann

3. Approval of Regular Agenda

Result: Approved [8-0, Unanimous]

Moved: Schneemann

Seconded: Skryzcki

4. Public Comment

Open and closed at 6:05 by Todd Craft

9. Oakland Streetscape Authorization

One response to Oakland Street bid- not atypical to market. Everything is coming in high across the board. Labor market is tight.

32% higher than anticipated. City Council moved on Monday night to approve at the higher bid.

Majority is infrastructural, which council will absorb. New break out: City 60% of project, 40% DDA.

Total DDA cost went up 14%, \$120K higher than initial approval
Knight recommends removing plant material service (\$34K)- push out past construction season and bid locally.

Schneemann additon: overage on the city is close to \$300K over estimate. Significantly more than DDA increase.

\$20K is overage contingency.

Buck: Does this include the GC amount? Knight: confirmed everything is in the bid breakout.

Discussion of construction engineering service feeds- sticking to % of original bid.

Gallagher- Clarification of contribution amount.

Pascaris- Do we have the funds to pay for this? Knight- Dip into fund balance. Overview of ways to save. No debt incurred. Left with at least \$90K in fund budget.

Buck- Introducing items that are changing the expenditures. \$80K out of expenditures is \$80K we don't have to spend next year. Knight- TIF growing on an upward trend.

Murphy- What safe harbor expenditures do other DDAs carry? Weber- City shoots for 25%, as a smaller community, shoot for higher % than a larger city.

Tim Colbeck- specific legal language regarding fund balance percentages- not an standard amount.

Murphy- Spending down to \$90K to then go up to \$175K the following year is not irresponsible.

Weber- Order of DDA is to create a plan, budget to pay for projects. Not the goal to hold money for future spend.

Buck- Chris, looking at 2022-2025 debt service increase from \$117 to \$200 in following year. Is that anticipating debt service on Farmington Road?

Yes.

Knight- City bond for full amount- DDA would pay the city.

Paying agent fees clarification

Buck- Year that we lose TIF fund commitment? Clarification 2038.

Craft- PSD clarification. Weber- renewed every 5 or 6 years.

Buck- what are the options to value engineer?

Schneemann- Value engineering meeting happened- \$60K savings, landscaping \$30K. Reasonable suggestions that do not have a large impact on design. 2012 quote is half of what today's bid is. This is a need, it will not be cheaper if we do it in the future.

Buck- Concern about binary decision. What are the implications of being able to support Farmington Rd, Maxfield, Bank building sale, etc? Will this impede our ability to support future projects?

Knight- this projection is very conservative, doesn't not reflect sale of Glen Una property, or other factors, such as MTC or potential bank building sale.

Schneemann- clarification on Buck's statement.

David Murphy- read City Council's statement contingent upon DDA approval.

Buck- discussion of other priorities?

Knight- Farmington Rd Streetscape, MTC

Gallagher- definite number of parking spaces? Pascaris- net 16

Discussion of value of parking space vs cost of project.
Buck- Clarification if any members need to be recused.
Tim- only need to recuse if you were a part of construction crew as a direct financial benefit. Indirect benefits are fine.

Motion to pause discussion on #9 until after debt repayment conversation.

Result: Approved [Unanimous]

Mover: Buck

Seconded: Skryzici

Schneemann- read statement

The street must be repaired now, failing in 2012 when it was first scheduled, it has now been rated as a completely failed road. Delayed seven years and now the cost has doubled. Height of irresponsibility to not move forward, already paid for. Seven years- no public investment. Last public investment was Riley Park. Can't allow this fate for Oakland Street. Farmington residents wants to see improvements in public investments. Reasonable and functional design has already been valued engineered. Headwinds against new investment downtown. Cannot be afraid because construction is expensive. Council person Bill Galvin has pointed out, this checks a lot of boxes. Downtown parking, ADA accessibility, safer for pedestrians, safer for vehicles, safer gateway to downtown...

Shame on us if we thwart the residents, the city's, decision. It's our responsibility, it's the will of the city council. Urging everyone to vote to move forward with this. Hope it's a unanimous vote.

Sean Murphy- Support Schneemann's sentiment. We exist to spend TIF capture. Public investment spurs private investment.

David Murphy- Pleased when the city voted to approve. This is going to enhance downtown. Goal is to do Farmington Road in the next several years, goal to start in 2021. Moving ahead with projects that have needed to be done for years.

Craft- agree David Murphy's sentiment.

Schneemann- Best of the best contractor that bid and sub-contractors

Gallagher- Criticism when we support non-TIF growing projects.

Streetscaping has stopped the bleeding, may not have grown TIF to the extent of investment, but stopped the bleeding. Dollars were NOT wasted.

Motion to approve increase in DDA's participation in the landscape & electrical portion of the Oakland Streetscape project with DDA's cost up to an additional \$120,985.51 contingent upon council's agreement to share project cost.

Result: Approved [8-0, Unanimous]

Moved: Murphy

Seconded: Gallagher

Motion to change the approved FY 19/20 budget that will be submitted to council by reducing revenue by \$1500 and increasing capital outlay \$83,000.

Result: Approved [8-0, Unanimous]

Moved: Skryzcki

Seconded: Buck

10. DDA Debt Service Calendar Discussion

Weber overview of debt service. Pay off by 2033, freeing up \$133K per year in budget.

TIF is generating enough money to afford this debt service plus if we wanted to do Farmington Rd as well.

No money for facade incentives, or buying up property for a few years.

PSD will continue to be available with no limitation.

Events projected to break even.

Craft- PSD question. Can still collect on residential within the PSD, i.e. MTC

Weber- Two mil levy will generate revenue, not PSD.

Schneemann- Apartments vs condos assessment?

Webber- Single unit condo will assess higher, apartments take a look at income stream (rent) vs the sale of a condo.

5. Financial Snapshot

Knight: Any questions?

None

6. Executive Director Update

Great Art on the Grand!

Doug Delind brought in by public art committee- will create raku glazed totemic project with work from the community during AoG. (public art update)

Zingtrain coming- more than 35 registrants- June 17th

Hustling for plantings

Main Event- Halas volunteer winner.

Clement- Dress Barn update- \$55K week (double typical) when the word came out of corporate decision to close. Product ordered through

November. This is a profitable location.

7. Main Street Oakland County Presentation

Tim Colbeck overview- Congratulation on being award accreditation. Active and committed board. Very dedication board, good discussion, thoughtful questions. Upped select levels to \$6500, going to partner again for phase 2 for Metromode. Genesis Credit union, micro-grant \$2500 (Blue Hat & Sidecar). Second grant coming- deadline August 30th.

Workshop- all day June 19th in Pontiac- "Resolving Conflict on Mainstreet".

8. Committee Updates:

a. Design Committee

Schneemann- Suggest something that the city council has been doing. Interview and appoint members of boards and commissions, but bring in regularly to have dialogue. Know who they are, know what they are working on, know who council is.
Suggest informal meeting- one committee per month
Schedule meeting with city council. Kate to coordinate with David Murphy.

b. Public Art Committee

No applications yet for city mural. Deadline July 1.

c. Promotions Committee

d. Founders Festival Committee

Buck- Committee report. Create activities the week of July 18th.
July 17th Lunch Beats / July 18th- sidewalk sales throughout downtown. /
July 19th- RiRP / July 20th- Farmers Market 9-2, parade at 10am
Seek leader among restaurants for downtown activities
Ladies Night Out model
Art related activity- either outdoor or indoor. Art Walk
Swing Dance happening Thursday evening.
Special movie event request to Farmington Civic Theater- pending funding
Library same pitch for something special.
Knight- TreSorrelle/Williams- road rally scavenger event / road rally.
Partner with Downtown merchants. Entry fee from downtown businesses, fee would cover food and drink at tent. Plus charity programming on Sunday. Movie screening event at Riley Park.
Masons pancake breakfast, plus Blue Hat Coffee.
Parking resolution- ensure that the DDA's resolution is in the council packet as a consent agenda.
Shuttle Stops- planned in Tubby's parking lot.
Ensure funds we have can support the scavenger hunt or other programming downtown.

11. Farmington Road Streetscape Professional Services

a. Grissim Metz Associates Quote

b. OHM Quote

Knight overview same as we talked about last month. Prepare for the future at today's cost.
Gallagher- Do we always have to use Grissim Metz and OHM?
Schneemann- Most of the design work is already done.
Discussion of bid- construction detailing / specifications etc.
Need to ask Grissim Metz and OHM for clarification to finalize bid documents.

Motion to approve the authorization of up to \$15,600 to be shared pro rata with the city of Farmington for OHM and \$10,900 for Grissim Metz Associates for the completion of construction documents and preparation of MDOT TAP grant application for Farmington Road Streetscape in partnership with city council.

Result: Approved [8-0, Unanimous]
Moved: Murphy
Seconded: Gallager

12. Metromode Communications Agreement May/June 2019
a. Agreement for July/August 2019

Motion Resolved to approve the authorization of \$8K for IMG/Metromode for continued engagement in July/Aug 2019 of Downtown Farmington in news reporting, communications and content deliverable as detailed in contract.

Result: Approved [Unanimous]
Moved: Pascaris
Seconded: Clement

13. Other Businesses

Knight: Beaumont update- open dialogue. Provided rubric for checking off the application. Following threshold expectations provided by Beaumont.
Craft: Found art sculpture on west side of the state. 7 ft blue ceramic dog.

14. Board Comment

Schneemann: Thank everyone for unanimous vote. Huge, sending strong message. Ends seven year dearth of investment in infrastructure downtown. Encouraging!
Buck: Next meeting suggest that we get deeper into video idea for meeting. Second item: purchased Grace Building, across from Sunflower Bakehaus. Actively thinking about what we should put there.
Craft: Appreciate all the time spent to review the facts, and make an educated decision on Oakland Street project. Looking forward to seeing it. Thank you!

15. Adjournment

Motion to close
Result: Approved [Unanimous]
Moved: Gallagher
Seconded: Schneemann

Respectfully Submitted,

Jessica Westendorf
Promotions Coordinator
Farmington DDA

The next regular meeting will be held at 6:00 p.m. on Wednesday, July 10th, 2019, in the conference room at Farmington City Hall.