



FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES
Tuesday, May 26, 2009

The meeting was called to order at 6:00 p.m. by President Cowley.

ROLL CALL: Cornwell, Cowley, Higgins, Jakacki, Kuiken, Rock, Schneemann,
Ziegler

ABSENT: Pastue

OTHERS PRESENT: Executive Director Knowles
Administrative Assistant Nogle
Events Coordinator Wolter
City Attorney Tom Shultz

CONSENT AGENDA ITEMS:

MOTION by Pastue SUPPORTED by Rock to accept and file the April Financial Statements and the Bill Review Report as presented. MOTION CARRIED, ALL AYES.

FOUNDERS FESTIVAL

Krista Wolter passed out a list of final sponsorship commitments for the 2009 Founders Festival. This year, the Festival raised \$55,000 in sponsorships. Wolter wanted to give special attention to Bright House Networks, which will be contributing a cash contribution as well as in-kind services. A new sponsor is Meijer, which will contribute \$30,000.00. These funds shall be split three ways between the Festival, Ringling Brothers and Magic 105.1.

ACCEPTANCE OF PROPOSAL – FESTIVAL ELECTRICAL

Two proposals were received in response to a request to supply temporary power during the festival. The contractor who has performed these duties in the past provided the proposal with the lowest cost. Member Rock noted that fuel charges are not named. Staff will investigate to determine how fuel charges will affect the proposal. If charges cause the proposal to exceed that of the second proposal, then that company would be pursued. In the interest of expediency, we will assume that will not be the case.

Motion by Rock Supported by Kuiken to accept the proposal for temporary power during the Founders Festival from Power Solutions by JRW, funds in the amount of \$5,150.00 to be derived from account 248-00.00-888.000, Founders Festival for fiscal year 2008-2009, and the balance to be derived from account 248-761.00-943.000, Founders Festival Equipment Rental, for fiscal year 2009-2010. MOTION CARRIED, ALL AYES

STREETSCAPE PROMOTION

Annette Knowles updated the board on the progress of the Streetscape Promotion. The following items are complete or in progress: Main Street Messenger, weekly advertisements in the Farmington Press and the Farmington Observer, over-the-road banners, signage, a streetscape web site, and a retail promotion, among other activities.

The streetscape video premier was attended by 130 people. The groundbreaking was well attended with 100 people along with Oakland County Executive L. Brooks Patterson. Merchant roundtables will be held at the DDA office at 9:00am on Wednesdays. The project is on schedule at this point. There will be a change order issued to change the brick pattern from unicolor herringbone to bi-color argyle. The City will be replacing a water main when the construction of south side of Grand River is started, which will add time to the project schedule. Knowles commended the job that Dana Dunlop has been doing. She is a nice addition.

BUDGET AMENDMENT

As we approach the end of fiscal year 2008-2009, some adjustments are necessary to properly document revenues and expenses. Additionally, the bond debt projected needs to be eliminated as the payments will commence in fiscal year 2009-2010.

Motion by Ziegler Supported by Kuiken to recommend to the Mayor and Council a budget amendment which will reduce the fiscal year 2008-2009 by \$95,000 (Ninety-five thousand dollars). MOTION CARRIED, ALL AYES

ORGANIZATION COMMITTEE UPDATE

A report was given by Committee Member Rock. The Main Street Messenger was delivered. Rock reminded everyone to read all committee minutes now received by email. Volunteers are needed for events in the Downtown

DESIGN COMMITTEE UPDATE

Steve Schneemann reported the brick change for the streetscape construction. A house on Grand River will be torn down to make room for a new building that will house the Grand Dry Cleaners, with apartments upstairs.

ECONOMIC RESTRUCTURING UPDATE

Focal Point hosted an exterior image seminar for the merchants. Attendance was light. More exterior seminars are to be determined. A real estate familiarization tour is planned for September 10, 2009. The City of Farmington and DDA are involved in the Economic Development Summit on June 4, 2009.

MARKETING & PROMOTIONS UPDATE

Higgins reported the last Marketing and Promotions meeting was the Streetscape Video Premier at the Farmington Civic.

Schneemann left the meeting at 7:28pm

CLOSED SESSION – LAND ACQUISITION

Motion by Kuiken Supported by Jakacki to enter into a closed session to discuss land acquisition.

Ayes: Cowley, Cornwell, Higgins, Kuiken, Jakacki, Pastue, Rock, Schneemann, Ziegler
Nays: None. Motion Carried.

Motion by Pastue Supported by Kuiken to reconvene into regular session. MOTION CARRIED, ALL AYES.

Motion by Ziegler Supported by Kuiken to authorize the actions discussed in closed session. MOTION CARRIED,
AYES: Kuiken, Cowley, Higgins, Ziegler, Jakacki, Rock, Pastue
NAYS: Cornwell

Kuiken departed the meeting.

ADJOURNMENT

MOTION by Cornwell, SUPPORTED by Rock that the meeting be adjourned. MOTION CARRIED, ALL AYES.

The meeting was adjourned at 8:02 p.m.

The next meeting will be on Tuesday, June 22, 2009 at 6:00 p.m.

Respectively submitted,

Annette Knowles