



FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES

Monday, January 23, 2012
Conference Room A – Farmington City Hall

The meeting was called to order at 6:17 p.m. by President Rock.

ROLL CALL

PRESENT: Andrade, Frost, Gajewski, Higgins, Rock, Wasen

ABSENT: Buck, Cornwell, Jewett, Schneemann

OTHERS PRESENT: Executive Director Knowles
Administrative Assistant Nogle
Events Planner Bloom
Chris Weber, Finance Director

CONSENT AGENDA ITEMS

MOTION by Wasen, SUPPORTED by Frost

RESOLVED, that the board approves the regular minutes of November 28, 2011 and accepts and files the November and December Bill Review, as presented. MOTION CARRIED, ALL AYES.

FOURTH QUARTER EVENT FINANCIAL REPORT

Chris Weber, Finance Director, explained the Fourth Quarter Financial Report.

MOTION by Frost, SUPPORTED by Higgins to add an events fund balance to the events budget, separate from the general fund balance in the Financial Events Reports.

MOTION WITHDRAWN

The idea to designate a fund balance for events will be revisited at the conclusion of the current fiscal year if surplus funds exist based on a fiscal, rather than calendar, basis.

NOVEMBER AND DECEMBER, 2011 FINANCIAL REPORTS

MOTION by Andrade, SUPPORTED by Wasen

RESOLVED, that the board approves the financial report for November and December, 2011, as presented. MOTION CARRIED, ALL AYES.

HOLLY DAYS WRAP UP

Janet Bloom presented a financial and summary wrap up for Holly Days and suggested items for improvement for 2012.

FARMERS MARKET 2011 WRAP UP PRESENTATION

Walt Gajewski, Market Manager, gave a presentation on the 2011 financials and achievements, which included plans for the 2012 season.

FARMERS MARKET 2012 RULES AND REGULATIONS

MOTION by Andrade, SUPPORTED by Frost

RESOLVED, that the Board approves the Farmington Farmers & Artisans Market 2012 Rules and Regulations.

MOTION CARRIED, ALL AYES.

The board members present concurred that proposed vendor fee increases do not require board approval in future years.

PROPOSED FARMERS MARKET MANAGER CONTRACT FOR SERVICES

MOTION by Wasen, SUPPORTED by Higgins

RESOLVED, that the Board authorizes the Executive Director to enter into a contract for services agreement with Walter Gajewski to perform the duties and responsibilities associated with the position of Market Manager for the 2012 market season, funds to be derived from account #248-760.00-818.000, Farmers Market Contractual Services, according to the payment schedule attached to said agreement.

MOTION CARRIED, with Gajewski abstaining.

Gajewski departed the meeting at 8:05p.m.

President Rock recognized that no quorum was present and adjourned the meeting at 8:05p.m

The next regular meeting will be on Monday, February 27, 2012 at 6:00p.m.

Respectively submitted,

Annette Knowles