



FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES

Thursday, April 3, 2014
Farmington City Hall, 23600 Liberty Street

The meeting was called to order at 8:07a.m. by President Andrade.

ROLL CALL

PRESENT: Andrade, Galvin, Key, Murphy, Platzke

ABSENT: Buck, Gallagher, Greer, Higgins

OTHERS PRESENT: Annette Knowles, Asst. to City Mgr.

CONSENT AGENDA ITEMS

MOTION by Galvin, SECONDED by Platzke

RESOLVED, that the board accepts and files the regular minutes of March 6, 2014, the special minutes of March 19, 2014, the February Invoice Distribution and the February Financial Report, as presented.

MOTION CARRIED, ALL AYES.

PUBLIC COMMENT

None

FISCAL YEAR 2013-2014 BUDGET AMENDMENT

Knowles outlined the proposed amendments to the budget, which were caused in large part by actions taken by the board after budget adoption or by now known experiences. Highlights include a reduction in revenue from tax increment financing, the purchase of vacant property known as the Orchards-Phase II, close-out of the Farmers Market, Founders Festival and Holly Days cost centers and the Groves Center façade reimbursement.

MOTION by Murphy, SECONDED by Key

RESOLVED, that the board approves for submission an amendment to the Fiscal Year 2013-2014 budget, as presented. MOTION CARRIED, ALL AYES.

PROPOSED FISCAL YEAR 2014-2015 BUDGET (WITH ICE RINK COST CENTER)

Knowles presented the updated proposed budget for fiscal year beginning July 1, 2014 that now includes the cost center for the ice rink. The annual operating budget for the rink approaches \$40,000, with some \$17,000 programmed for capital purchases. Knowles discussed the opportunity to utilize funds generated from the sale of the Orchards property on a project or program, rather than applying to debt retirement.

MOTION by Key, SECONDED by Platzke

RESOLVED, that the board approves for submission to the council the proposed 2014-2015 budget, with revisions including the ice rink cost center, as presented. MOTION CARRIED, ALL AYES.

DOWNTOWN BUSINESS PROMOTION SPONSORSHIP PROGRAM – 2014 REVISION

Based on budgetary decisions for the upcoming fiscal year, it is proposed to revise the program to provide matching funds for existing events that have received seed money in the past, along with retaining the opportunity to introduce one new event per year at previous levels.

MOTION by Key, SECONDED by Murphy

RESOLVED, that the board approves the 2014 revision to the Downtown Business Promotion Sponsorship Program, as presented, effective July 1, 2014. MOTION CARRIED, ALL AYES.

WORK PLAN UPDATES

Knowles shared that no proposals were received as a response to the Orchards – Phase II request. A plan for reissuance of the request is a priority. A representative from the State Historic Preservation Office is available to assist with plan development for the Farmington Road Streetscape. Lastly, sponsorship solicitation for Rhythms in Riley Park is critical at this point.

Platzke is transitioning to the Chair of the Organization Committee. The volunteer appreciation was successful. The block captain project will be the topic of discussion at April's meeting.

Key reported that the Design Committee is working on a review of sandwich board signs for possible revision. The conceptual plan for post ice rink restoration in Riley Park was developed.

The Promotions Committee's Ladies Night Out is scheduled for Thursday, May 1. In addition, the business locator map and kiosks are undergoing an annual update.

Murphy will be scheduling a late April meeting of the Business Development Committee. Metro Work Space will be the location.

BOARD COMMENT

Key referred a potential volunteer prospect – Janet McDonald.

Galvin recommended a quick turnaround in developing a plan for the reissuance of the Orchards – Phase II request for proposals. He remarked about the Farmington Brewing Company.

Andrade mentioned the ribbon-cutting for Cake Luv on Friday, April 11. She shared that Main Street Oakland County has the opinion that Farmington is more progressive than other Main Street participants.

ADJOURNMENT

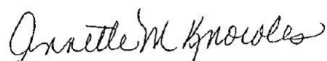
MOTION by Key, SECONDED by Murphy

RESOLVED, that meeting be adjourned. MOTION CARRIED, ALL AYES.

The meeting was adjourned at 9:20a.m.

The next regular meeting will be on Wednesday, May 7, 2014 at 6:00 p.m.

Respectively submitted,



Annette Knowles,
Assistant to the City Manager/DDA Executive Director