



FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES

Monday, April 22, 2013
Conference Room A – Farmington City Hall

The meeting was called to order at 6:31 p.m. by President Andrade.

ROLL CALL

PRESENT: Andrade, Buck, Higgins, Key (6:33p.m.), Murphy, Wells

ABSENT: Greer, Schneemann

OTHERS PRESENT: Annette Knowles, Executive Director
Vincent Pastue, City Manager

CONSENT AGENDA ITEMS

MOTION by Buck, SECONDED by Higgins

RESOLVED, that the board approves the regular minutes of March 25, 2013, and accepts and files the March Financial Report and the March Invoice Distribution, as presented. MOTION CARRIED, ALL AYES.

Key entered the meeting.

PUBLIC COMMENT

Pastue reported on the status of the improvements on Grove Street. The project start has been delayed because legal agreements between the City, the DDA and Manifold Ventures have not been signed. A closing may be scheduled for this Friday. The city cannot give the contractor notice to proceed until the agreements are in place. The project start would have been delayed by two weeks because of weather conditions. A groundbreaking ceremony may be planned, but it will be short notice.

Pastue departed the meeting at 7:15p.m.

APPOINTMENT OF COMMITTEE CHAIRS

President Andrade nominated the following persons to be committee chairs: Design, Steve Schneemann; Promotions, Valerie Greer; Business Development, Sean Murphy.

MOTION by Higgins, SECONDED by Wells

RESOLVED, that the board approves the appointment of the following individuals to the following chairmanships: Design Committee, Steve Schneemann; Promotions Committee, Valerie Greer; and Business Development, Sean Murphy.

MOTION CARRIED, ALL AYES.

WORK PLAN UPDATES

Knowles reported that the City Council has requested the board to reconsider implementing the parking strategy which is inclusive of wayfinding and employee parking. Ladies Night Out happens on Thursday, April 25, 2013. Work on the locator map is progressing. It is hoped that the 2013 edition will be issued in early June.

Andrade discussed Organization Committee projects. The response to the spring Main Street Messenger has been very positive. The Committee has decided to develop a volunteer recruitment night at the end of July, separate from the pep rally events that may be scheduled for particular events. The purpose will be to encourage more participation at the committee level. The ice rink committee held its first meeting and tasks were assigned.

BOARD COMMENT

No board comments were heard.

ADJOURNMENT

MOTION by Higgins, SECONDED by Murphy
RESOLVED, that meeting be adjourned. MOTION CARRIED, ALL AYES.

The meeting was adjourned at 7:30p.m.

Following the board meeting, Andrade, Key, Murphy and Wells remained for new board member training.

The next regular meeting will be on Tuesday, May 28, 2013, at 6:30 p.m.

Respectively submitted,



Annette Knowles,
Executive Director