



FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY  
MINUTES

Tuesday, May 29, 2012  
Conference Room A – Farmington City Hall

The meeting was called to order at 6:10 p.m. by President Rock.

ROLL CALL

PRESENT: Andrade, Buck, Cornwell, Frost, Higgins, Rock, Schneemann, Wasen

ABSENT: Greer

OTHERS PRESENT: Executive Director Knowles

CONSENT AGENDA ITEMS

MOTION by Wasen, SUPPORTED by Buck

RESOLVED, that the board approves the regular minutes of April 23, 2012 and special minutes of April 30, 2012, and accepts and files the special minutes of April 23, 2012 (joint meeting with City Council), the April Financial Report and the April Bill Review, as presented. MOTION CARRIED, ALL AYES.

DOWNTOWN BUSINESS PROMOTION SPONSORSHIP PROGRAM

MOTION by Higgins, SUPPORTED by Andrade

RESOLVED, that the board approves the creation of the Downtown Business Promotion Sponsorship Program, as presented, and

BE IT FURTHER RESOLVED, that the board allocates \$5,000.00 of funds from fiscal year 2012-2013, Business Development, account #248-759.00-880.015 to support the program. MOTION CARRIED, ALL AYES.

The program will be promoted through a mailing to the businesses and a fall workshop. The program description will be added to the DDA web page under business incentives.

JOINT OPERATING AGREEMENT – ART ON THE GRAND

MOTION by Buck, SUPPORTED by Schneemann

RESOLVED, that the board authorizes the Executive Director to sign the Joint Operating Agreement between the Farmington Downtown Development Authority and the City of Farmington Hills Special Services Division for Art on the Grand, 2013-2015. MOTION CARRIED, ALL AYES.

City Manager Vincent Pastue entered the meeting.

CLOSED SESSION – PROPERTY ACQUISITION

MOTION by Buck, SUPPORTED by Higgins,  
RESOLVED, that the board enters into closed session at 6:43 p.m. to discuss property acquisition.  
AYES: Andrade, Buck, Cornwell, Frost, Higgins, Rock, Schneemann, Wasen, NAYS: None,  
MOTION CARRIED.

MOTION by Schneemann, SUPPORTED by Higgins  
RESOLVED, that the board resumes regular session at 7:36 p.m.  
MOTION CARRIED, ALL AYES.

WORK PLAN UPDATES

Knowles discussed that the conceptual plan for a Farmington Road streetscape project was nearing completion. The Design Committee will review progress at its next meeting. Recruitment activity has experienced a slight uptick this spring, with six new prospects coming forward. Improvements to the sign at the Sundquist Pavilion are in progress and the new lawn in Riley Park is taking root nicely. Activities in the park shall be relocated until after the second weekend in June.

The Promotions Committee has worked on Fine Art Friday Night activities. The 2012 locator map is to print. Next up is the Wish List Window, scarecrow contest and winter window decorating.

Schneemann reiterated that the Design Committee has been working on the pavilion signage and the Farmington Road design.

Andrade reported that the Organization Committee is seeking more volunteers for Art on the Grand and has launched an on-line sign up program called SignUpGenius.

Under the Economic Restructuring Committee report, Frost requested a review of the bonus program afforded to the DDA staff. Buck suggested that this review be referred to the Executive Committee for consideration.

BOARD COMMENT

Andrade reminded board members that it is important to show support for new businesses locating in the downtown by attending functions such as ribbon-cuttings.

ADJOURNMENT

MOTION by Higgins SUPPORTED by Schneemann  
RESOLVED, that the meeting be adjourned.  
MOTION CARRIED, all Ayes.

The meeting was adjourned at 7:55pm.

The next regular meeting will be on Monday, June 25, 2012, at 6:00 p.m.

Respectively submitted,

