



FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES

Wednesday, August 5, 2015
Conference Room A, City Hall

The meeting was called to order at 6:03 p.m. by Vice-President Gallagher.

ROLL CALL

PRESENT: Gallagher, Greer, Key, Murphy, Skrzycki

ABSENT: Buck, Galvin, Higgins, Platzke

OTHERS PRESENT: Annette Knowles, Asst. to City Mgr.
Kevin Christiansen, Econ. & Comm. Dev. Dir., City of Farmington

CONSENT AGENDA ITEMS

MOTION by Greer, SECONDED by Murphy

RESOLVED, that the board accepts and files the regular minutes of July 1, 2015, the July Invoice Distribution and the June Preliminary Financial Report, as presented. MOTION CARRIED, ALL AYES.

PUBLIC COMMENT

None

FRESH THYME FARMERS MARKET CONSTRUCTION UPDATE

Christiansen reviewed the plans for the Fresh Thyme Farmers Market and relayed preliminary construction timing and logistical information. An information session with neighboring businesses and residents is planned for Tuesday, August 18, 2015.

THE ORCHARDS – PHASE II UPDATE

Christiansen displayed and discussed updated plan submitted by proponent Cervi Construction for development of The Orchards – Phase II. The approval process required that the Planning Commission set a date for a public hearing at its meeting on August 10, the public hearing will be on September 14. The item then goes to the city council for consideration under a planned unit development amendment on September 21. Knowles stated it is important for board members to attend these meetings as a show of support for this project.

HARVEST MOON CELEBRATION LIQUOR LICENSE APPLICATION

Knowles reported that planning for the Harvest Moon Celebration is progressing. Dates are September 17 and 18. In order to obtain a liquor license, the board must pass a resolution requesting such.

MOTION by Murphy, SECONDED by Skrzycki

RESOLVED, that the application from the Farmington Downtown Development Authority for a special license to serve alcohol on Thursday, September 17, 2015 and Friday, September 18, 2015, to be located at 33113 Grand River Avenue (Walter Sundquist Pavilion and Riley Park); it is the consensus of this body that the application be recommended for issuance. AYES: Gallagher, Greer, Key, Murphy, Platzke. NAYS: None. MOTION APPROVED.

STRATEGIC PLANNING REPORT

The final report was distributed with the board packet. The next step is to use the report to start work planning for the upcoming fiscal years. Given the direction and current focus on economic development, it is important to start discussing now what projects may appear on the work plan. Knowles commented that a multi-year project plan should be created versus the single-year plan which is current practice. Knowles will start a conversation with current executive team to plan a work planning path.

WORK PLAN UPDATES

Murphy stated that lessons were learned from the first Farmington Second Friday. The next date is August 14.

Gallagher mentioned that progress is being made through the Downtown Parking Advisory Committee. The next meeting is August 19 at 7pm.

Knowles called attention to the new work plan update format. Updates will be reported on a project rather than committee basis. Leads are needed for ice rink special events and volunteer management. A board member should be a liaison to each project. Gallagher volunteered to liaise on ice rink special events, and suggested Jordan Lindsey as the lead. Greer would like to be involved in ice rink special events. Skrzycki volunteered to lead volunteer management.

BOARD COMMENT

None.

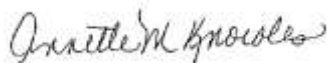
ADJOURNMENT

MOTION by Greer, SECONDED by Key
RESOLVED, that the meeting be adjourned.

The meeting was adjourned at 7:14p.m.

The next regular meeting will be on Wednesday, September 2, 2015 at 6:00 p.m., in the Conference Room at City Hall.

Respectively submitted,



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