



FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY  
MINUTES

Wednesday, May 4, 2016  
Conference Room A, City Hall

The meeting was called to order at 6:06 p.m. by President Gallagher.

**ROLL CALL**

PRESENT: Buck, Clement, Gallagher, Galvin, Griswold, Murphy (6:15pm), Skrzycki

ABSENT: Higgins, Key

OTHERS PRESENT: Annette Knowles, Asst. to City Mgr.  
David Murphy, City Manager

**CONSENT AGENDA ITEMS**

MOTION by Galvin, SECONDED by Skrzycki

RESOLVED, that the board accepts and files the Regular Minutes of April 6, 2016 and the April Invoice Distribution, as presented. MOTION CARRIED, ALL AYES.

**PUBLIC COMMENT**

No public comment was heard.

**FY2016-2017 BUDGET – REVIEW OF COUNCIL COMMENT**

Knowles shared that she has presented the proposed budget to the City Council at a special meeting on April 25. At the meeting, council made comments regarding the proposed budget, which were disseminated by email. Among them include suggestions for projects or programs, along with comments the projected fund balance. After discussion, the board agreed that pedestrian safety through improved cross walks was a priority, along with parking expansion in the DDA park on Orchard Street and increased activity for business assistance. Lastly, recognizing that the Farmington Road Streetscape is not imminent, the updated traffic analysis could be deferred until such a time that the project becomes more likely.

MOTION by Skrzycki, SECONDED by Buck

RESOLVED, that the board shall remove the Farmington Road Streetscape traffic analysis from the work plan. MOTION CARRIED, ALL AYES.

MOTION by Griswold, SECONDED by Murphy

RESOLVED, that the board shall allocate in the budget \$25,000 in Capital Outlay for additional crosswalk improvements. MOTION CARRIED, ALL AYES.

MOTION by Skrzycki, SECONDED by Buck

RESOLVED, that the board authorizes staff to further evaluate the feasibility of expanding parking into the DDA park on Orchard Street. MOTION CARRIED, ALL AYES.

MOTION by Buck, SECONDED by Griswold

RESOLVED, that the board shall allocate in the budget \$2,500 toward expansion of a marketing campaign and business assistance. MOTION CARRIED, ALL AYES.

### **DISCUSSION REGARDING PARKING**

Per the request of Board Member Higgins, the topic of parking was placed on the agenda for a general discussion and opinion-gathering. Members agreed that there are cases of discontent regarding management tactics and enforcement and that more data collection is needed through an update to the parking study. Resident needs have not been adequately addressed. Many changes have happened since the 2006 study, including conversions of private lots to public, new businesses, Grove Street improvements and more. It seems that the north lot is the point of contention; it has 83 spaces and no increase in capacity. Promoting walkability, educating employees and improved lighting on Thomas Street will help.

Mayor Galvin reported that the City Council did not vote on the appointment of Higgins to the Parking Committee and suggested that council action is necessary; he prefers that a female board member be appointed instead. Buck would like more data collection in the form of video, mounted in the north lot and the central lot once Fresh Thyme opens. He commented that he believes it unlikely that a parking consultant can propose any better solutions. He is concerned that the current limit is not customer-based; he views residents as customers and supports passes for them.

In summary, the board agrees that parking management and enforcement is necessary; it needs to be more consistent. More education is needed; accentuate the positive.

### **WORK PLAN UPDATES**

Griswold reported she intends to reenergize her efforts on the Block Captain project. Gallagher will assist by distributing survey questions in advance, the block captains will pick them up.

Gallagher mentioned that Dan Irvin, Executive Director of the Greater Farmington Area Chamber of Commerce, shall provide an update at the June meeting.

Murphy noted that Farmington Second Fridays has a soft launch on May 13. June 10 will mark the first promoted date for 2016.

Buck commented that Innovate Farmington has 750 members; 20 people attended the May meet up.

Skrzycki reported that the Farmington Area Jaycees will add a family-oriented piece to the Harvest Moon Celebration with an entertainment event. May 29 is clean-up day, supported by the Jaycees.

### **BOARD COMMENT**

Galvin was excited by the recent article that appeared online in Crain's. He expressed concern about an obscure MDOT right-of-way airspace regulation that results in charges to businesses for using right-of-way for projecting signs, awnings and more.

Buck expressed a concern regarding Council's challenge to the board's selection of Higgins to the parking committee. The intent was to apportion duties.

Skrzycki shared that the Harvest Moon Celebration was named Outstanding Special Event for 2015 by Main Street Oakland County. The committee will celebrate the award at its meeting on June 8.

Gallagher stated that recycling in the downtown is on her radar; she is working on getting a paper/cardboard recycling station. She would be happy to continue on the parking committee.

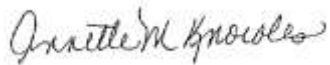
**ADJOURNMENT**

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

The meeting was adjourned at 8:02p.m.

The next regular meeting will be on Wednesday, June 1, 2016 at 6:00 p.m., in the Conference Room at City Hall.

Respectively submitted,



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