



FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES
Monday, January 24, 2011
Conference Room A – Farmington City Hall

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

ROLL CALL

PRESENT: Cornwell, Cowley, Frost, Gajewski (7:04pm), Higgins, Jewett (6:30pm), Jakacki, Rock, Schneemann, Wasen

ABSENT: Buck

OTHERS PRESENT: Executive Director Knowles
Events Planner Bloom

Rock added to the agenda an update on special events.

CONSENT AGENDA ITEMS

MOTION by Cowley, SUPPORTED by Jakacki

RESOLVED to that the board approves the regular minutes of December 27, 2010 and accepts and files the December Financial and Bill Review Reports, as presented.

MOTION CARRIED, all Ayes.

SPECIAL EVENTS UPDATE

Bloom presented an update concerning the status of event planning and the work of the Events Committee. The Committee has worked through Art on the Grand and the Founders Festival. The next event to receive attention is the Farmington Farmers and Artisans Market.

RENEWAL OF LEASE – MAINTENANCE GARAGE, 33515 State Street

MOTION by Cowley, SUPPORTED by Frost

RESOLVED that the board authorizes the Director to execute the lease agreement for the maintenance garage at 33515 State Street, in the amount of \$1,380.00, funds to be derived from account 248-000.00-941.000, Rental Fess.

MOTION CARRIED, all Ayes.

PROPOSALS FOR ENGINEERING SERVICES AND LANDSCAPING DESIGN-FARMINGTON ROAD STREETScape –GRANT APPLICATION

By recommendation of the Economic Restructuring/Redevelopment Committee and with the advice and direction from the Michigan Department of Transportation, the Design Committee has initiated the process to develop a conceptual plan for streetscape improvements on Farmington Road, between Grand River Avenue and Orchards Street. Knowles requested consideration of the proposals from OHM, Inc. and Grissim-Metz-Andriessie to develop a conceptual plan and cost estimate that will be used to apply for funding from the State of Michigan Department of Transportation. If approved, the work to prepare said conceptual plan will not commence until such time that a traffic study in progress indicates a positive potential to reduce the lanes and incorporate on-street parking on Farmington Road.

MOTION by Cowley, SUPPORTED by Gajewski

RESOLVED, that the board accepts the proposal from OHM, Inc. to provide engineering services for the Farmington Road Streetscape conceptual plan, on an hourly basis as described in its respective 2011 fee schedule, funds to be derived from account 248-000.00-801.000, Professional Services, with no costs not to exceed \$14,000.00.

MOTION CARRIED, all Ayes.

MOTION by Cowley, SUPPORTED by Gajewski

RESOLVED, that the board accepts the proposal from Grissim-Metz-Andriessie to provide landscape design services for the Farmington Road Streetscape conceptual plan, on an hourly basis as described in its respective 2011 fee schedule, funds to be derived from account 248-000.00-801.000, Professional Services, with no costs not to exceed \$12,200.00.

MOTION CARRIED, all Ayes.

DISCUSSION REGARDING FEBRUARY 9 MAIN STREET EVALUTION

Representatives from Main Street Oakland County will conduct its annual assessment of the DDA's Main Street program. Participation from the board and committees is highly recommended. MSOC will assess our progress in ten criteria and determine if the Main Street program is eligible for accreditation for 2010.

WORK PLAN UPDATES

On tonight's agenda there were the proposals for a conceptual plan for a streetscape plan on Farmington Road. This work shall not commence until such a time that the traffic study indicates the potential for a land reduction and introduction of on-street parking. Knowles will present a virtual tour of the updated web site at the City Council on Monday, February 21, 2011. The next Main Street Messenger is to be delivered at the end of April. We are hoping to announce and include a new loyalty card in that edition. A work session is planned on Saturday, February 26 to cover work planning for 2011-2012 and ER Committee topics.

ADJOURNMENT

MOTION by Frost, SUPPORTED by Cowley,

RESOLVED, that the meeting be adjourned.

MOTION CARRIED, all Ayes.

The meeting was adjourned at 8:05 p.m.

The next regular meeting will be on Monday, February 28, 2011, at 6:00 p.m.

Respectively submitted,

Annette Knowles