

FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY PROCEEDINGS

8:00 a.m.

Wednesday

September 7, 2005

The meeting was called to order by Board President Beamer at 8 a.m.

ROLL CALL: Batzloff, Beamer, Cassidy, Clappison, Cowley, Freeman, Grace,
Kuiken, Pastue, Vargovick, Ziegler

OTHERS PRESENT: Interim Director Mary Martin, Terry McGinn

CONSIDERATION TO APPROVE CONSENT AGENDA ITEMS:

Motion by Ziegler, supported by Cowley, to approve regular minutes of August 2, 2005, special meeting minutes of August 17 and August 30, 2005, the Financial Statement and Bill Review Report as presented.

INTERIM DIRECTOR'S REPORT

Submitted and read by Interim Director Mary Martin. (See attached report).

MAIN STREET TECH VISIT: November 10-11 (Tentatives Dates)

The Board defined the topics for discussion as follows:

- Parking Strategies – enforcement of current conditions and management of existing spaces
- Grants
- Funding
- Land Acquisition Strategies

MICHIGAN DOWNTOWN ASSOCIATION ANNUAL MEETING: September 29-30

The DDA Board recommended participation in 2006 when new Executive DDA Director is on board to participate. No further action taken.

STATUS OF VACANCIES IN DDA DISTRICT

The DDA Board will work closely with City Council to discuss plans and strategies. Discussion followed on concerns and challenges which may be incurred with the turnover of council members and the new DDA Director with regard to land assembly. Recommended a staff report be provided regarding long term commercial realtors declining Farmington and some of the reasons why, in addition to discussing monetary concession to land owners.

No further action taken.

At this time, Interim Director Martin left and turned the meeting over to Board President Beamer. (See Page 2 - Supplement to Meeting Minutes of September 7, 2005)

SUPPLEMENT TO MEETING MINUTES
FOR FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY
MEETING OF WEDNESDAY, SEPTEMBER 7, 2005

I. Discussion with Terry McGinn Concerning Executive Director Search Process.

Mr. McGinn submitted a summary of his phone interviews with the sixteen candidates selected following his last meeting with the Board of Directors. Based on those phone interviews, he conducted personal interviews with eight of the sixteen remaining candidates. Based on those interviews, he provided the Board of Directors a summary of those in-person interviews with notable features from each candidate and also a compiled score for each candidate.

Of the eight interviewed personally, Mr. McGinn indicated that he felt seven of the eight could perform the Executive Director's job well. The Board directed Mr. McGinn to schedule interviews initially between the Board and the top four candidates based on raw scoring. The Board did not wish to eliminate any of the remaining eight candidates with the exception of one candidate who Mr. McGinn indicated had credibility problems. The Board agreed to conduct interviews of approximately 45 minutes to one hour with the first four candidates. Based on the results of those interviews, the Board will determine whether it wishes to interview the remaining three candidates or whether it feels it is in a position to extend an offer.

II. Compensation.

The Board continued discussion concerning compensation packages for the Executive Director position. Vince Pastue, Craig Grace, Greg Cowley and Scott Freeman had separately discussed this matter at the Board's request and presented various scenarios. Mr. McGinn suggested that the Board might want to indicate to the candidates that the new Director would be expected to start with the same basic compensation package that the former Director had received but should also expect that an incentive piece would be developed between the Board and the new Director to take effect July 1. There was much support for this idea from the Board. However, no formal decision was made. Instead, it was decided that Beamer and Pastue would work to reduce several of the scenarios discussed to writing for submission to Board members with a goal of finalizing a specific position prior to candidate interviews. Among other things, the Board discussed and considered possible reductions in contribution toward the Director's retirement and also the possibility of increasing the base salary with savings realized in the benefit package or elsewhere.

III. Parking.

Board member Freeman raised questions about efforts to improve parking enforcement. There was general discussion about the need to enforce parking restrictions more generally, especially in certain target areas, and also the potential need for additional parking restrictions in certain areas. It was decided that this item should be added to the parking discussion with the consultant from Main Street at the technical visit.

Meeting adjourned at 9:28 a.m.