



FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY PROCEEDINGS

8:00 a.m.

Tuesday

March 7, 2006

The meeting was called to order at 8:02 a.m. by Board President Beamer.

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

ABSENT: Clappison, Ziegler

OTHERS PRESENT: DDA Director Knowles
 Mary Reynolds, Farmington Public Schools

CONSIDERATION TO APPROVE CONSENT AGENDA ITEMS

Motion by Grace, supported by Kuiken, to approve minutes of February 7, 2006, Financial Report and Bill Review Report as presented. MOTION CARRIED, ALL AYES.

DIRECTOR'S REPORT

The Communi-Tees shirts were delivered to the DDA office and will be distributed to the businesses whose names appear on the shirt.

Director Knowles informed the Board that the May 2, 2006 board meeting falls on the same day as the School Election and the conference room will not be available for the meeting. The Board agreed to change the May 2 meeting date to the following Tuesday, May 9.

Director Knowles informed the Board that Board member Batzloff has proposed compiling "welcome" bags to be distributed to new residents of Farmington and Farmington Hills. The cost of the bags will be \$350 for 500 bags. The bags will be of transparent material and have the DDA logo and will contain promotional items collected from downtown businesses. The bags will be available from the DDA office for real estate closings or through the City's assessor's office when Transfer of Ownership Affidavits are presented. Motion by Pastue, supported by Kuiken, to accept the Director's Report as presented. MOTION CARRIED, ALL AYES.

FARMINGTON PUBLIC SCHOOLS – DISTRICT FUNDING PRESENTATION: Mary Reynolds

Mary Reynolds, representing the Farmington Public School District gave an informational presentation in support of the requested millage increase to be voted on at the May 2, 2006 school election. She stated that school districts do not benefit from increased assessments; that it only benefits the State school funding and the State controls the wages, etc. for the school retirement system. She went on to say that the school system has already made many school budget reductions and is looking to keep the 18 mils already levied. Responding to a question from the Board as to the amount of fund equity in the school budget, Ms. Reynolds stated there is approximately 30 million dollars in their “rainy day” fund and they are presently using three and one-half million dollars to balance the school budget. Discussion ensued and was followed by questions from each Board member. Responding to a question from Freeman, Reynolds stated she was present to get information out regarding the millage. Batzloff stated that support needs to go hand in hand. Grace questioned the cost to the schools to put this millage increase on the ballot. Vargovick commented that the schools are doing a good job of informing the public, but encouraged the use of their “rainy day” fund to balance the budget instead of imposing a tax increase to businesses. Cowley agreed with Vargovick and stated he cannot support any increase when the schools have a 30 million dollar “rainy day” fund in place. The Board was in consensus that the city’s downtown is in more of a crisis than the school board at this time.

Beamer thanked Ms. Reynolds for her presentation. Discussion followed regarding support or opposition of any millage increase and/or special assessment that would affect businesses in the City. Motion by Cowley, supported by Freeman, to draft a position statement on the Board’s generic opposition of tax increases. MOTION CARRIED. 8 AYES, 1 NAY.

ELECTION OF 2006 BOARD OFFICERS

This agenda item was tabled at 8:45 a.m. and the meeting moved forward to allow for public comment from a representative for the Farmers Market vendors to speak on behalf of the vendors regarding the Market Master’s job description. Michael Fusilier of Fusilier Family Farms in Manchester, MI was present on behalf of the newly formed market vendors association to relay the following consideration of duties for the market master:

- The market master should stay the full season
- Should be independent of the Pavilion Committee
- The vendors would like a voice in reviewing the market master’s job performance at the end of the market season

- The market master needs to work with the vendors on the presentation of the produce
- The market master needs to work with the Michigan State University Extension Program for information and resources

Board President Beamer responded that the Board and Pavilion Committee requirements for a market master are consistent with what the vendors concerns. Mary Martin, Pavilion Committee member, also commented that everything appears to be on track regarding their concerns. The Board agreed to send meeting agendas to Mr. Fusilier which contain topics concerning the Farmers Market. Beamer thanked Mr. Fusilier for his comments and concerns.

Beamer relinquished the Chair to Director Knowles and the Board returned to agenda item number 5, Election of 2006 Officers. According the DDA by-laws, election of officers must take place at the March board meeting. Motion by Grace, supported by Vargovick, to nominate the following members as officers:

Dirk Beamer, President
Greg Cowley, Vice President
Vince Pastue, Secretary

and to close said nominations and elect those nominated by acclamation. MOTION CARRIED, ALL AYES.

Beamer resumed the Chair and the meeting continued.

MARKET MASTER JOB DESCRIPTION AND CANDIDATE

Director Knowles presented for Board consideration and approval a job description for the part-time position of Market Master for the Farmington Farmers and Artisans Market. The description was based on input from the members of the Pavilion Committee and from other job descriptions obtained from various sources. Also submitted for consideration and approval was the candidacy of Scott Stevenson for the position of Market Master. Motion by Cowley, supported by Grace, to approve the job description for part-time position of Market Master for the Farmington Farmers and Artisans Market; and to offer the position of Market Master to Scott Stevenson. MOTION CARRIED, ALL AYES.

PROPOSED DDA BUDGET FOR FISCAL YEAR 2006-07

A copy of the proposed budget was presented to the Board for review and comments. Board member Cowley suggested an increase from \$5,000 to \$10,000 for business recruitment and retention. The proposed budget will be reviewed again at the April 4, 2006 board meeting and finalized for submittal to City Council at their April 24, 2006 meeting.

CLOSED SESSION: Land Acquisition

At 9:23 a.m., the Board went into closed session. Motion by Freeman, supported by Kuiken, to end the closed session. MOTION CARRIED, ALL AYES.

The regular Board meeting resumed at 9:30 a.m.

MAIN STREET UPDATE

No Reports

BOARD COMMENT

None

PUBLIC COMMENT

None

ADJOURNMENT

Meeting adjourned at 9:33 a.m. The next meeting will be held on Tuesday, April 4, 2006 at 8 a.m.

Respectfully submitted,

Annette M. Knowles
DDA Executive Director