



## FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY PROCEEDINGS

8:00 a.m.

TUESDAY

July 11, 2006

The meeting was called to order at 8 a.m. by Vice President Cowley.

ROLL CALL: Batzloff, Cassidy, Cowley, Freeman, Kuiken, Pastue, Schneemann, Vargovick, Ziegler

ABSENT: Beamer, Clappison

OTHERS PRESENT: DDA Director Knowles, Mary Martin, Maureen Cowley, Paul Lindsay

### APPROVE CONSENT AGENDA ITEMS

Motion by Kuiken, supported by Batzloff, to approve regular minutes of June 6, 2006, Financial Report and Bill Review Report. MOTION CARRIED, ALL AYES.

### DIRECTOR REPORT

Motion by Ziegler, supported by Kuiken, to receive and file director's report.

### FARMERS MARKET – VENDOR INPUT AND COMMITTEE RESPONSE

The vendors of the Farmington Farmers and Artisans Market submitted for Board review and consideration a list of suggestions for improvement of the market and critiques of current practices. Of specific concern was the implementation of the rule prohibiting their trucks from remaining in the market parameter during market hours. They are requesting the Board reconsider the rule change taking into account the vendors perspective. Discussion followed on acceptable alternatives for the vendors. Mary Martin, market committee member, suggested obtaining input from the vendors for ideas on how to solve this problem. Martin is to return to the Board with a comparable solution from the vendors. Motion by Schneeman, supported by Ziegler, to table this item at this time. MOTION CARRIED, ALL AYES.

FARMERS MARKET – FALL INTO FARMINGTON/HARVEST MOON ACTIVITIES

Mary Martin, representing the Farmers and Artisans Market Committee, presented for review and consideration a proposal and budget for “Fall Into Farmington/Harvest Moon” activities, a month long harvest celebration with various activities and entertainment throughout the month of October. The month-long celebration would include the Harvest Moon Dance, which was a big draw last year. The proposed expenditures for this event come to \$23,483 with an expected revenue of \$10,150 generated from the Harvest Moon Dance. The Committee requested the Board underwrite the balance of \$13,333 for the “Fall Into Farmington/Harvest Moon” activities for the month of October, 2006. Motion by Pastue, supported by Freeman, to approve \$13,333 for the “Fall Into Farmington/Harvest Moon” activities for the month of October, 2006. MOTION CARRIED, ALL AYES.

PROFESSIONAL SERVICES AND PRINTING – MAIN STREET MESSENGER

Members of the Organization Committee completed the bid process to design, print, process, and mail two (2) issues of the Main Street Messenger for fiscal year 2006-07. Two quotes were received that met the specifications provided:

The Word Baron	All costs, except postage	\$3,945 per issue
Marketing Communications Counsel	“ “ “ “	\$6,108 per issue

Motion by Ziegler, supported by Vargovick, to award the job to The Word Baron in the amount of \$3,945 per issue for costs, except postage, to design and print two (2) issues of the 2006-07 Main Street Messenger. MOTION CARRIED, ALL AYES.

RECONNAISSANCE-LEVEL HISTORIC SURVEY

As discussed at previous meetings, there exists a need to identify the potential historic structures in Downtown Farmington so that the pursuit in implementing the master plan does not threaten the treasured asset the community has with its older buildings. Upon further research as to the means and methods of documenting Farmington’s potential historic resources, Director Knowles recommends the Board authorize the issuance of a Request for Proposals for a reconnaissance-level historic and architectural survey. This survey will narrow the field of buildings that have the potential for historic designation. After questions and responses, the Board agreed to authorize the Request for Proposals to conduct this survey. Motion by Kuiken, supported by Batzloff, to authorize the Director to issue a Request for Proposals for a reconnaissance-level historic and architectural survey which would identify potential historic structures in the Downtown district. MOTION CARRIED, ALL AYES.

MAIN STREET UPDATE:  
No Reports

BOARD COMMENT

Freeman stated that email addresses continue to come in on the DDA website. Ziegler thanked the Board for the congratulatory flowers he and his wife Jody received for the recent birth of their son.

PUBLIC COMMENT  
None

ADJOURNMENT

The meeting adjourned at 9:02 a.m. Next meeting will be held on Tuesday, August 1, 2006, at 8 a.m.

Respectfully submitted,