

FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY PROCEEDINGS

8:00 a.m.

Wednesday

September 6, 2006

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

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

ABSENT: None

OTHERS PRESENT: DDA Director Knowles

APPROVE CONSENT AGENDA ITEMS

Motion by Cowley, supported by Vargovick, to approve the regular minutes of 8-1-06, with the following correction: Under Design Committee Update, change "and reviewing the design standards" to read ... "and it's function within the Main Street model.", the Special Meeting minutes of 8-17-06, the Financial Statement (Final for June 06), and the Bill Review Report. MOTION CARRIED, ALL AYES.

DIRECTOR'S REPORT

Knowles added that she has received information on the Family Film Festival and will update the Board as more information becomes available. She also commented that the website format should include more input from the Board to the Main Street committees. In reference to the Seasonal Decorations, the Board agreed to install white Christmas lights in the greenery around the lampposts in place of the colored lights. Motion by Ziegler, supported by Batzloff, to approve the Director's Report as discussed. MOTION CARRIED, ALL AYES.

APPLICATION FOR SPECIAL LICENSE FOR SALE OF BEER & WINE – HARVEST MOON DANCE

Motion by Clappison, supported by Kuiken, to authorize the Board of Directors of the Downtown Development Authority to pass a resolution to make application to the Michigan Liquor Control Commission (MLCC) for a Special License for the sale of beer

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and wine at the Harvest Moon Dance scheduled for Saturday, October 7, 2006. MOTION CARRIED, ALL AYES.

FARMINGTON/FARMINGTON HILLS CHAMBER OF COMMERCE EXPO 2006 – EXHIBITOR REGISTRATION

The Main Street Economic Restructuring Committee requested approval to procure a booth at the Farmington/Farmington Hills Chamber of Commerce eXpo 2006 Annual Trade Show and Networking event. Board member Cowley asked for volunteers to work the booth. Director Knowles to send out a signup sheet for volunteers. Motion by Cowley, supported by Vargovick, to grant approval for the Main Street Economic Restructuring Committee to attend the Farmington/Farmington Hills Chamber of Commerce eXpo 2006 Annual Trade Show and Networking event on Thursday, October 26, 2006. The cost for a booth is \$285.00; funds to be derived from the Business Development account. MOTION CARRIED, ALL AYES.

MARY MARTIN SERVICE AWARD – 2006

Last year, the Board decided to annually recognize an outstanding volunteer for this service award. The deadline for the Board to submit nominations is September 15, 2006; and the deadline to submit email votes is September 29, 2006. The winner will be announced at the October 3, 2006 Board meeting.

INTERNATIONAL COUNCIL OF SHOPPING CENTERS CHICAGO DEALMAKING CONFERENCE – SEPT. 7 & 8, 2006

Director Knowles requested approval for Board member Batzloff and her to attend the ICSC Conference in Chicago, IL on September 7 & 8, 2006. Motion by Cowley, supported by Pastue, to grant approval for Knowles and Batzloff to attend the ICSC Conference in Chicago. IL on September 7 & 8, 2006. MOTION CARRIED, ALL AYES.

UPDATE ON PORTABLE ICE RINK – FRANK CLAPPISON

Clappison reported that he has been in contact with Custom Ice Rink of Hamilton, Ontario, the supplier of the ice rink, and is waiting for further information on installation and cost. He reported that Riley Park can accommodate a 60 ft. x 80 ft. rink which could be used for approximately 4 to 5 months. Some concerns from the Board included:

- A lease/purchase option
- funding
- cost of electricity
- maintenance of grass in park
- a presentation by the company at a DDA meeting
- liability insurance

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Board members Kuiken and Schneemann suggested a cost comparison from other companies and/or other cities with the same type of ice rink. Renting of skates was also suggested. Clappison will report back to Director Knowles with the cost and possible date of installation. Item was tabled until further notice.

UPDATE ON DEVELOPER INTEREST

Due to cost issues, the proposed redevelopment project at the property east of the Downtown Farmington Center will not go forward at this time.

UPDATE ON SPONSORSHIPS

Beamer asked the board members to contact businesses, primarily outside of Downtown Farmington, and present to them our sponsorship opportunities. These contacts should be provided to Director Knowles with the names of those interested. He thanked the Observer & Eccentric Newspapers for providing immediate “in kind” sponsorship.

ACCEPTANCE OF PROPOSAL – RECONNAISSANCE-LEVEL HISTORIC AND ARCHITECTURAL SURVEY

Three requests for proposals were received to conduct a reconnaissance-level historic and architectural survey of specified commercial structures in Downtown Farmington. They were as follows:

- Kidorf Preservation Consulting \$ 7,950.00
- Ina Hanel-Gerdenich \$13,140.00
- Jeffrey Green and William Rutter \$22,357.50

Director Knowles recommended the Board accept the proposal from Kidorf Preservation Consulting in the amount of \$7,950.00, funds to be derived from Professional Services. Motion by Ziegler, supported by Cowley, to accept the proposal from Kidorf Presevation Consulting in the amount of \$7,950.00 to conduct a reconnaissance-level historic and architectural survey of specified commercial structures in Downtown Farmington. MOTION CARRIED, ALL AYES.

MAIN STREET COMMITTEES UPDATE

Promotions - Freeman commented on marketing and voices approval of Tom Buck’s “Idea To Market Farmington” project. Tom Buck talked about the focus group for this project, stating a good response was derived from the test of the process at the August 29th ER Committee meeting. The goal is to have as many focus groups as possible. The focus group process will be conducted at the October meeting.

(Board President Beamer left at 8:45 a.m. Vice President Cowley took over the meeting.)

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Design - Schneemann reported on the parking structure survey stating the following concerns for a parking structure:

- Size and shape of land is an issue
- Efficiency of traffic flow
- Structure not efficiently the right size for proposed area of land
- Number of businesses the structure will efficiently service

Cowley felt a clustering concept of redevelopment is needed to support building this type of structure. Mayor McShane commented that it may be time to form a committee to pursue this and asked if partnering would be an option. She questioned whether there were any buildings in the DDA district that could be torn down to build a parking structure. Three locations are being considered in the parking plans.

ER Committee - Cowley stated the committee will be putting together some workshops for merchants and property owners.

Organization - No Report

BOARD COMMENT: None

PUBLIC COMMENT: Gala restaurant was part of a television show taped to promote Farmington.

McShane and Buck commented on the SMART bus route changes, which was an agenda item at the September 5 Council meeting.

ADJOURNMENT

The meeting adjourned at 9:15 a.m. The next regular meeting will be held on October 3, 2006, at 8 a.m.

Respectfully submitted,