



FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY  
MINUTES  
Tuesday, May 1, 2007

The meeting was called to order at 8:03 a.m. by Vice-President Cowley.

ROLL CALL;                 Batzloff, Cassidy, Cornwell, Cowley, Kuiken, Mazzoni, Pastue, Rock,  
                                      Schneemann, Ziegler

ABSENT:                     Freeman

OTHERS PRESENT: DDA Director Knowles

CONSENT AGENDA ITEMS:

MOTION by Pastue, supported by Batzloff, to approve the minutes of April 3, 2007 and to receive and file the Financial Report and Bill Review Report as presented. MOTION CARRIED, ALL AYES.

ELECTION OF 2007 OFFICERS

Vice-President Cowley relinquished the Chair to Ms. Knowles. The floor was opened for nominations.

Rock nominated and Schneemann supported the nomination of Greg Cowley for the position of President. Kuiken nominated and Schneemann supported the nomination of Vincent Pastue for the position of Secretary. Cassidy nominated and Ziegler supported the nomination of Scott Freeman for Vice-President. No other nominations were offered.

MOTION by Cornwell, supported by Rock, to close the nominations for 2007 officers and to elect those nominated by acclamation. MOTION CARRIED, ALL AYES.

President Cowley reassumed the Chair.

ANNUAL FLOWER PLANTING BID AWARD

Two proposals were received for annual flower plantings in lamppost hayracks near the Pavilion and on Grand River and Farmington Roads as follows:

|                        |             |
|------------------------|-------------|
| Liberty Street Gardens | \$14,950.00 |
| Worry Free Lawn Care   | \$39,270.00 |

A discussion was held concerning opportunities and avenues to encourage businesses in the downtown area to integrate the designs at their individual locations. Schneemann reported that the Design Committee has considered developing guidelines and/or a comprehensive program

for future plantings, whereby a landscape architect could create specifications. Rock cautioned that a standardized approach might limit creativity. In order to encourage business participation, Batzloff suggested the creation of a program whereby businesses could band together to buy in volume. Schneemann reported that the Design Committee will take on a project to develop guidelines.

MOTION by Ziegler, supported by Batzloff, to accept the proposal from Liberty Street Gardens in the seasonal amount of \$14,950.00, funds to be derived from account 248-000.00-801.006, Seasonal Decorations and Gardening. MOTION CARRIED, ALL AYES.

ACCEPTANCE OF PROPOSAL FOR DOWNTOWN PARKING STUDY AND PLAN

Three proposals were received from consultants to complete a Downtown Parking Study and Plan, as follows:

| Name                    | Fee         | Allowance for Reimburseables |
|-------------------------|-------------|------------------------------|
| Rich and Associates     | \$28,386.00 | \$2,500.00                   |
| Walker Parking Consult. | \$29,300.00 | \$3,120.00                   |
| Carl Walker, Inc.       | \$32,700.00 | \$2,000.00                   |

The study primarily is intended to analyze long-term needs in the downtown as the Master Plan is implemented. The Design Committee, after reviewing the proposals and interviewing the candidates, has recommended the acceptance of the proposal received by Walker Parking Consultants. Cowley remarked that the study will have implications as it pertains to business recruitment and clustering strategies. In response to a question, Schneemann reported that the results of the study, based on the concepts in the master plan, will be flexible. Pastue noted the distinction between “downtown” and shopping center requirements and strategies. The Mayor and Council of Farmington will need to pass a similar resolution to complete the approval process.

MOTION by Kuiken, supported by Rock, to accept the proposal from Walker Parking Consultants in the amount of \$29,300.00 for the completion of a Downtown Parking Study and Plan, funds to be derived from account 248-000.00-801.000, Professional Services, from the fiscal year beginning July 1, 2007. MOTION CARRIED, ALL AYES.

AD HOC WALKABILITY COMMITTEE

Recent discussions among individual board members indicate interest in exploring walkability topics more intensively. The discussions largely originated after some members attended a presentation concerning the same. The idea was generated to form an ad hoc walkability committee. It was agreed that the Design Committee be the logical conduit for this topic. Board members who are interested in becoming active should attend the next Design Committee meeting on Thursday, May 17, 2007 at 7:30 a.m.

Batzloff and Ziegler departed the meeting.

CLOSED SESSION: PROPERTY ACQUISITION

MOTION by Kuiken, supported by Schneemann, to enter a Closed Session for the purpose of discussing property acquisition. AYES: Cassidy, Cornwell, Cowley, Kuiken, Mazzoni, Pastue, Rock, Schneemann, NAYS: None. MOTION CARRIED.

MOTION by Schneemann, supported by Cornwell, to resume regular session. MOTION CARRIED, ALL AYES.

Pastue departed the meeting.

ADJOURNMENT

MOTION by Cornwell, supported by Kuiken, that the meeting be adjourned. MOTION CARRIED, ALL AYES.

The meeting adjourned at 9:30 a.m. Next meeting will be Tuesday, June 5, 2007.

Respectfully submitted,

*Annette M. Knowles*