FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES
Monday, May 23, 2011
Conference Room A ï Farmington City Hall

The meeting was called to order at 6:10 p.m. by President Rock.

ROLL CALL

PRESENT: Buck, Cornwell, Cowley, Gajewski (6:14pm), Higgins, Jewett (6:29pm), Rock, Wasen

ABSENT: Frost, Schneemann

OTHERS PRESENT: Events Planner Bloom
Administrative Assistant Nogle

CONSENT AGENDA ITEMS
MOTION by Buck
SUPPORTED by Cowley
RESOLVED, that the board approves the regular minutes of April 25, 2011, and accepts and files the April Bill Review and March and April Financial Reports, as presented. MOTION CARRIED, ALL AYES.

LIQUOR LICENSE APPLICATIONS
MOTION by Buck
SUPPORTED by Cowley
RESOLVED, that the organization, through its duly authorized officers, make application to the MLCC for a special license for the sale of either Beer and Wine, for consumption on the premises to be in effect on the following days June 3 ï 4, 2011, at the following location and address:

Location Name: Walter E. Sundquist Farmington Pavilion
Address: 33113 Grand River Avenue
This location is in the City of Farmington, County of Oakland
Outdoor Location: Yes
Type of Event: Street Fair Beverage Tent

MOTION CARRIED, ALL AYES.

MOTION by Buck
SUPPORTED by Cowley
RESOLVED, that the organization, through its duly authorized officers, make application to the MLCC for a special license for the sale of either Beer and Wine, for consumption on the premises to be in effect on the following days July 14 ï 16, 2011, at the following location and address:

Location Name: Walter E. Sundquist Farmington Pavilion
Address: 33113 Grand River Avenue
This location is in the City of Farmington, County of Oakland
Outdoor Location: Yes
Type of Event: Festival Beverage Tent

MOTION CARRIED, ALL AYES.

ELECTRICAL UPGRADE
MOTION by Cowley
SUPPORTED by Higgins
RESOLVED, that the board authorizes the acceptance of proposals for electrical improvements at the Sundquist Pavilion, with an adjustment to the date for work to be completed, and requests clarification on anticipated savings from generator rentals. MOTION CARRIED, ALL AYES.

WORKPLAN UPDATES
Design ï No Discussion

Promotions ï Jewett reported the updated business locator map is on task. The new meeting day is the 2nd Wednesday of every month. The committee will brainstorm next yearôs work plan. Bloom gave a quick update on the status of events and sponsorships.

Organization ï The volunteer pep rally was successful, with over 50 attendees. The committee will begin working on the MSM Fall edition. Cowley is hoping to gather volunteers to sell sponsorships and work on press releases.

ER ï Knowles will conduct a merchant survey that will gather business owner perspectives on events and other DDA projects and programs.

BOARD COMMENTS
Gajewski asked the Board to consider the future of Riley Park. The Board instructed Nogle to collect the responses of the opinions from board members on the future usage.

Vince Pastue explained that the 2011-2012 DDA Budget was presented to the City Council on April 26, 2011. It contained a recommendation that the PSD Assessment remain at $216,000 for the fourth consecutive year. Pastue asked the City Council to consider increasing the PSD by $10,000, earmarked for short-term parking improvements. The board considered an alternate by redirecting a portion of the funds allocated to the 2011 Market Analysis.

MOTION by Cowley
SUPPORTED by Higgins
RESOLVED, that the board approves a reallocation of $10,000 in PSD funds from the FY 2011-2012 budget from the Professional Services to short-term parking improvements. MOTION CARRIED, all Ayes.

ADJOURNMENT
MOTION by Higgins SUPPORTED by Jewett,
RESOLVED, that the meeting be adjourned.
MOTION CARRIED, all Ayes.

The meeting was adjourned at 8:10 p.m.

The next regular meeting will be on Monday, June 27, 2011, at 6:00 p.m.

Respectively submitted,
Annette Knowles