



FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES

Wednesday, September 7, 2016
Council Chambers, City Hall

The meeting was called to order at 6:07 p.m. by President Gallagher.

ROLL CALL

PRESENT: Buck, Clement, Craft, Gallagher, Galvin, Griswold, Murphy (6:14pm), Skrzycki

ABSENT: Pascaris

OTHERS PRESENT: Annette Knowles, Executive Director
David Murphy, City Manager

CONSENT AGENDA ITEMS

MOTION by Griswold, SECONDED by Skrzycki

RESOLVED, that the board accepts and files the Regular Minutes of August 3, 2016 and the August Invoice Distribution, as presented. MOTION CARRIED, ALL AYES.

PUBLIC COMMENT

None

PARKING STUDY DRAFT PROPOSAL

Knowles recounted that the board budgeted \$25,000.00 toward a parking study to be completed this fall. The purpose is to update the 2008 study with current information and recommended next steps for management or improvement. Walker Parking Consultants provided a draft proposal to complete the work; the board is invited to share comments or ideas so that the proposal may become finalized and presented at the October meeting.

Buck suggested that information to be gleaned from the study might be obtained at no cost from a supplier of parking management devices. Knowles will inquire from the technology supplier who visited the board previously. Knowles also mentioned that a parking committee member suggested the use of drones; she will forward that information along to Walker Parking Consultants for consideration.

Murphy entered the meeting.

Galvin stated he believes a five-year projection is okay. He would like the consultant to give direction on the location for a future parking structure based on a data-driven approach. Collect the data on the relationship between private and public parking; can that component be added to the study? For example, would the businesses be more willing to reply to questions regarding parking utilization if it is reported to a third party? Galvin was pleased to see that the study includes an evaluation of enforcement.

No further comment was received.

ORCHARD STREET PARK TO PARKING

Knowles stated that the board included \$65,000 of funds in the 2016-2017 budget to convert the existing DDA-owned park space on Orchard Street to parking, by consolidating it into existing adjacent lots. Because neighbor KIMCO has some clean-up work to complete from the Fresh Thyme construction, it may be appropriate to leverage resources. Concepts have been drawn; the next step is to arrange a meeting with KIMCO to discuss options. The cost estimate for the concept which maximizes the spaces approached \$100,000.00, which is outside the current allocation. No action was taken on this item.

CLOSED SESSION – LAND ACQUISITION

MOTION by Buck, SECONDED by Skrzycki

RESOLVED, that the board enter into a closed session to discuss land acquisition. AYES: Buck, Clement, Craft, Galvin, Gallagher, Griswold, Murphy, Skrzycki; NAYS: None, MOTION CARRIED.

MOTION by Galvin, SECONDED by Buck

RESOLVED, that the board reconvene in open session.

MOTION CARRIED, ALL AYES.

The board resumed open session at 7:18pm.

MOTION by Galvin, SECONDED by Griswold

RESOLVED, that the board authorizes actions discussed in closed session. MOTION CARRIED, ALL AYES.

WORK PLAN UPDATES

Murphy stated that Farmington Second Fridays happens on September 9 with the return of the Apple Dessert Challenge; four food service providers are participating. August's F2F was a beach party; rain impacted attendance. The final F2F of the season is October 14, with Tailgate as the theme.

Griswold passed out business lists and maps for the Block Captain project. The initial survey has gone out; please visit your businesses to pick up the survey and introduce yourself.

Skrzycki reported on the Harvest Moon Celebration, which happens September 15-16, and a pancake breakfast on September 17. More volunteers are needed. Please consider signing up.

BOARD COMMENT

Galvin mentioned that Farmington Public Schools reviewed four proposals for the redevelopment of the Maxfield Training Center. He senses that they will select the proposal by AC Acquisitions. The developer will need approval for a Planned Unit Development. Be prepared to hear chatter from a proponent with a proposal that was not recommended.

ADJOURNMENT

MOTION by Skrzycki, SECONDED by Craft

RESOLVED, that the meeting be adjourned.

MOTION CARRIED, ALL AYES.

The meeting was adjourned at 7:32p.m.

The next regular meeting will be on Wednesday, October 5, 2016 at 6:00 p.m., in the Conference Room at City Hall.

Respectively submitted,

A handwritten signature in cursive script that reads "Annette M Knowles". The signature is written in black ink and is positioned above the typed name.

Annette M. Knowles
Executive Director