



FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY  
MINUTES  
Monday, December 27, 2010  
Conference Room A – Farmington City Hall

The meeting was called to order at 6:04 p.m. by President Rock.

**ROLL CALL**

PRESENT: Cornwell, Cowley, Frost, Gajewski, Higgins, Jewett (6:04 pm), Rock, Schneemann, Wassen (6:10 pm)

ABSENT: Buck, Jakacki

OTHERS PRESENT: Executive Director Knowles

**CONSENT AGENDA ITEMS**

MOTION by Schneemann, SUPPORTED by Cowley

RESOLVED, that the board approves the regular minutes of November 22, 2010 and to accept and file the November Financial and Bill Review Reports, as presented.

MOTION CARRIED, all Ayes.

**RENEWAL OF LEASE – DDA OFFICE**

MOTION by Cowley, SUPPORTED by Gajewski

RESOLVED, that the Executive Director is authorized to execute the Commercial Net Lease and Commercial Net Lease Addendum, for the lease of property at 33316 Grand River Avenue, said lease and addendum to be effective December 1, 2010 through November 30, 2013.

MOTION CARRIED, all Ayes.

**WELCOME NEW BOARD MEMBERS**

President Rock introduced new board members Maria Jewett and Gerald Wasen.

**WORK PLAN UPDATES**

Knowles advised that the time-limited parking on Grand River Avenue has gone into effect, that the traffic analysis of Farmington Road has been authorized by the City Council, and that the new web site will go live on December 28, 2010. A work plan is being developed for business recruitment.

The Organization Committee is working on the creation of a press corps, improved volunteer management, a spring edition of the Main Street Messenger, cases studies and sponsorship sales.

The Design Committee is reviewing possible renovations to Riley Park and will be involved in the process to apply for grant funding for Farmington Road improvements.

Marketing and Promotions has not met recently because of the number of Event Subcommittee meetings. It will resume branding rollout ideas in 2011.

Chairman Frost passed out a list of Economic Restructuring Committee highlights for 2010.

The Downtown Farmington Merchants Association will focus on an effort to encourage an open late on Friday night(s) campaign.

Schneemann and Wasen departed the meeting at 7:15 pm.

**CLOSED SESSION – PROPERTY ACQUISITION**

MOTION by Cowley, SUPPORTED by Gajewski

RESOLVED, that the Board shall enter into a closed session for the purpose of discussing the acquisition of property.

AYES: Cornwell, Cowley, Frost, Gajewski, Higgins, Jewett, Rock. NAYS: None. MOTION CARRIED.

MOTION by Cornwell, SUPPORTED by Cowley

RESOLVED, that the board shall reconvene in open session.

MOTION CARRIED, all Ayes.

MOTION by Frost, SUPPORTED by Higgins

RESOLVED, that the board authorizes the Executive Director and Member Cornwell to take action on items discussed in closed session.

MOTION CARRIED, all Ayes.

**ADJOURNMENT**

MOTION by Cornwell, SUPPORTED by Gajewski,

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, January 24, 2011, at 6:00 p.m.

Respectively submitted,

*Annette Knowles*