



FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY  
MINUTES

Wednesday, September 2, 2015  
Conference Room A, City Hall

The meeting was called to order at 6:08 p.m. by President Buck.

**ROLL CALL**

PRESENT: Buck, Gallagher (6:09p.m.), Galvin, Greer, Higgins, Murphy, Platzke, Skrzycki

ABSENT: Key

OTHERS PRESENT: Annette Knowles, Asst. to City Mgr.

**CONSENT AGENDA ITEMS**

MOTION by Galvin, SECONDED by Platzke

RESOLVED, that the board accepts and files the regular minutes of August 5, 2015 and the August Invoice Distribution, as presented. MOTION CARRIED, ALL AYES.

Gallagher entered the meeting.

**PUBLIC COMMENT**

Councilman Cowley commented on the parking management tactics recommended by the advisory committee, including time limits of three hours in most public lots, an increase in fines from \$10 to \$25 and one hour time limits on Grand River Avenue. Long-term spaces shall be designated in four areas. He expects issues with business owner compliance. The rationale will be communicated in the November edition of the Main Street Messenger.

Motion by Galvin, Seconded by Gallagher

RESOLVED, that the agenda be amended by moving item 7.b. Downtown Parking Advisory Committee Update to item 4. MOTION APPROVED, ALL AYES.

**DOWNTOWN PARKING ADVISORY COMMITTEE UPDATE**

Responding to a question from Platzke, Gallagher responded that the subject of meters has been deferred for now; however, research on technology continues.

A discussion was held concerning communication of the proposed management tactics, if approved.

A discussion was held concerning instituting time limitations in the DDA-owned parking lot behind Los Tres Amigos.

MOTION by Gallagher, SECONDED by Higgins  
RESOLVED, that the board approves the conversion of the DDA parking lot at the southwest corner of Warner and Thomas Streets to a three-hour time limitation. MOTION APPROVED, ALL AYES.

A discussion was held concerning communication to the public about time limitations. Higgins commented that the proposed policy is in favor of high volume businesses and discriminates against low demand businesses.

#### **MAXFIELD TRAINING CENTER – MAINTENANCE AGREEMENT**

The Downtown Parking Advisory Committee would like to designate the parking lot at the now-vacant Maxfield Training Center as long-term/employee parking until such a time that the property is sold. In exchange, owner Farmington Public Schools is asking the city to assume the responsibility of snow removal and general maintenance. Current practice is that the DDA reimburses the city for snow removal costs in public parking lots.

MOTION by Platzke, SECONDED by Skrzycki  
RESOLVED, that the board shall consent to assume snow removal and general maintenance costs for the use of the parking lot at the Maxfield Training Center, subject to approval of a lease agreement by the City Council of the City of Farmington. MOTION APPROVED, ALL AYES.

Murphy departed the meeting at 7:45p.m.

#### **2016 EVENT CALENDAR**

In order to obtain lead time to solicit sponsorships and designate support resources, the board is asked to consider the proposed special events calendar for 2016. Events were ranked for opportunity for business engagement and community- or business-orientation. A discussion was held concerning staff time devoted to events and the opportunity to find alternate support. If approved now, events may be canceled upon further strategic planning by the board.

MOTION by Higgins, SECONDED by Galvin  
RESOLVED, that the board approves the 2016 as presented. MOTION APPROVED, ALL AYES.

#### **DISCUSSION RE: DEVELOPMENT PROCESS**

Buck read a letter that he is submitting to the city council regarding the development process and expeditious approvals. He is concerned that the recent actions have caused development delays and/or nearly missed opportunities.

#### **WORK PLAN UPDATES**

Platzke recounted progress to date on the block captain project. Her intention is to refresh the project.

Refer to the printed work plan update for other information on projects.

#### **BOARD COMMENT**

Galvin shared news about the Grand River Avenue road diet study. A lane reduction is under consideration; this study will provide evidence that traffic is not further impeded the lane reduction is implemented.

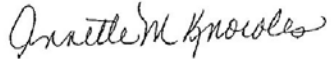
**ADJOURNMENT**

MOTION by Galvin, SECONDED by Greer  
RESOLVED, that the meeting be adjourned.

The meeting was adjourned at 8:05p.m.

The next regular meeting will be on Wednesday, October 7, 2015 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".

Annette Knowles,  
Assistant to the City Manager/DDA Executive Director