



Special Joint City Council and DDA Board Meeting
6:00 p.m., Monday, October 26, 2020
Virtual Meeting via Zoom

FINAL

SPECIAL JOINT CITY COUNCIL AND DDA BOARD MEETING MINUTES

A special meeting of the Farmington City Council and Downtown Development Authority Board was held on October 26, 2020, as a Virtual Meeting via Zoom, an electronic meeting platform. Notice of the meeting was posted in compliance with Public Act 267-1976 and electronically as authorized under the Open Meetings Act, MCL 15.261, et seq., as amended by HB 1108, in order to mitigate the spread of COVID-19, protect the public health, and provide essential protections to vulnerable Michiganders by limiting in-person contact and the number of people interacting at public gatherings.

The meeting was called to order at 6:03 p.m. by Mayor Sara Bowman.

1. ROLL CALL

Attendee Name	Title	Status	Arrived
Sara Bowman	Mayor	Present	
David DeLind	Councilmember	Present	
Joe LaRussa	Mayor Pro Tem	Present	
Steve Schneemann	Councilmember	Present	
Maria Taylor	Councilmember	Present	

DDA Board Members Present

Todd Craft
Rachel Gallagher
Chris Halas
Sean Murphy
Thomas Pascaris
Agnes Skrzycki
Miguel Williams

DDA Board Members Absent

Tom Buck

Others Present

DDA Executive Director Knight
City Clerk Mullison
City Manager Murphy
City Attorney Schultz

2. APPROVAL OF AGENDA

Move to approve the agenda as presented.

RESULT:	APPROVED AS PRESENTED [UNANIMOUS]
MOVER:	LaRussa, Mayor Pro Tem
SECONDER:	Taylor, Councilmember

3. DISCUSS THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE DOWNTOWN DEVELOPMENT AUTHORITY (DDA) AND 360 EVENT PRODUCTIONS, LLC; AND REVIEW THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF FARMINGTON AND THE DDA REGARDING THE FARMINGTON FOUNDERS FESTIVAL

Mayor Sara Bowman and Executive Director of the Farmington Downtown Development Authority Kate Knight summarized an agreement for approval to retain 360 Productions to plan and execute the 2021 and 2022 Founders Festival.

This will be a two year contract between 360 Productions and the Downtown Development Authority that will utilize statutory authorities held by the DDA and enumerates obligations and release from obligations. Also presented was a Memorandum of Understanding between the City and the DDA. Questions were asked and answered about city representation required, staffing, and funding.

Move to approve the Professional Services Agreement with 360 Event Productions, LLC, as proposed, subject to the City and the DDA also entering into the Memorandum of Understanding relating to the Farmington Founders Festival, as proposed.**

RESULT:	APPROVED AS PRESENTED [UNANIMOUS]
MOVER:	Skrzycki, DDA Boardmember
SECONDER:	Williams, DDA Boardmember
AYES:	Craft, Gallagher, Halas, Murphy, Pascaris, Skrzycki, Williams
ABSENT:	Buck

Move to approve the Memorandum of Understanding between the City and the DDA regarding the Farmington Founders Festival, as presented.**

RESULT:	APPROVED AS PRESENTED [UNANIMOUS]
MOVER:	Williams, DDA Boardmember
SECONDER:	Pascaris, DDA Boardmember
AYES:	Craft, Gallagher, Halas, Murphy, Pascaris, Skrzycki, Williams
ABSENT:	Buck

4. REVIEW AND DISCUSS THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF FARMINGTON AND THE DOWNTOWN DEVELOPMENT AUTHORITY REGARDING THE FARMINGTON FOUNDERS FESTIVAL

Bowman requested review and approval of a Memorandum of Understanding providing that the City will undertake the obligations under the DDA/360 Productions Event Agreement on behalf of the DDA.

Move to approve the Memorandum of Understanding between the City and the DDA regarding the Farmington Founders Festival, as presented.**

RESULT:	APPROVED AS PRESENTED [UNANIMOUS]
MOVER:	LaRussa, Mayor Pro Tem
SECONDER:	Schneemann, Councilmember
AYES:	DeLind, LaRussa, Schneemann, Taylor, Bowman

5. CONSIDERATION TO APPROVE (1) A RESOLUTION CONCERNING THE ACQUISITION OF PROPERTY AND APPROVING DECLARATION OF NECESSITY AND TAKING AND, (2) A DECLARATION OF TAKING FOR A TEMPORARY CONSTRUCTION EASEMENT WITH FAIR MARKET VALUE IN THE AMOUNT OF \$6,900.00 OVER PARCEL 23-28-280-014 (CHASE BANK) FOR THE CONSTRUCTION OF THE FARMINGTON ROAD STREETScape PROJECT

City Attorney Schultz explained why a Temporary Construction Easement is needed over the Chase Bank Property (parcel 23-28-280-014) to facilitate the removal and replacement of certain sidewalk areas, the removal and/or construction of certain pedestrian improvements, and the installation of new landscaping. Most of the work will be completed within the adjacent public right-of-way. To formalize the valuation in the form of an offer, the City Manager and DDA Director have worked with the City Attorney to prepare a Resolution Concerning the Acquisition of Temporary Easement and approving Declaration of Necessity and Taking. A Declaration of Taking would allow the City to begin proceedings to acquire the Temporary Easement in accordance with the Uniform Condemnation Procedures Act, Public Act 87 of 1980, as set forth in MCL 213.51 et seq.

Move to approve of (1) a Resolution concerning the acquisition of property and approving Declaration of Necessity and Taking and, (2) a Declaration of Taking for a Temporary Construction Easement with fair market value in the amount of \$6,900.00 over parcel 23-28-280-014 for the construction of the Farmington Road Streetscape Project.**

RESULT:	APPROVED AS PRESENTED [UNANIMOUS]
MOVER:	DeLind, Councilmember
SECONDER:	Taylor, Councilmember
AYES:	LaRussa, Schneemann, Taylor, Bowman, DeLind

6. CONSIDERATION TO APPROVE (1) A RESOLUTION CONCERNING THE ACQUISITION OF PROPERTY AND APPROVING DECLARATION OF NECESSITY AND TAKING AND, (2) A DECLARATION OF TAKING FOR A TEMPORARY CONSTRUCTION EASEMENT WITH FAIR MARKET VALUE IN THE AMOUNT OF \$5,300.00 OVER PARCEL 23-28-280-012 (CVS) FOR THE CONSTRUCTION OF THE FARMINGTON ROAD STREETScape PROJECT

Schultz indicated that a Temporary Construction Easement is also needed over the CVS Property (parcel 23-28-280-012) to facilitate the removal and replacement of certain sidewalk areas, the removal and/or construction of certain pedestrian improvements, and the installation of new landscaping.

Move to approve of (1) a Resolution concerning the acquisition of property and approving Declaration of Necessity and Taking and, (2) a Declaration of Taking for a Temporary Construction Easement with fair market value in the amount of \$5,300.00 over parcel 23-28-280-012 for the construction of the Farmington Road Streetscape Project.**

RESULT:	APPROVED AS PRESENTED [UNANIMOUS]
MOVER:	LaRussa, Mayor Pro Tem
SECONDER:	DeLind, Councilmember
AYES:	Schneemann, Taylor, Bowman, DeLind, LaRussa

7. OTHER BUSINESS

Knight said the DDA received acknowledgement from MDOT that their request had been approved to move the TAP grant from 2021 to construction cycle 2022.

Knight also unveiled the new logo to be used with the pending Social District. Chris Halas spoke about the design of the logo as well as the Social District plans.

8. PUBLIC COMMENT

No public comment was heard.

9. BOARD & COUNCIL COMMENT

Halas expressed excitement about progress to be made for Farmington Road and wondered whether any sort of good will offering had been made to CVS or Chase. Schultz responded that the City is sensitive to the fact that these property owners are taxpayers and members of the business community and that the City will do what it can to keep any interaction professional, civil, and non-adversarial.

Craft thanked Bowman, Knight, DDA Promotions Coordinator Jessica Westendorf, and the DDA Board for all of the extra meeting time they have participated in recently. He stated that their time and energy was greatly appreciated.

Taylor's comments centered around the Chamber relinquishing control of the Founders Festival, and how Council declared that they wouldn't be the Council that let the Festival die. Tonight's result made sure this would not be case, and Taylor thanked Bowman for all her work toward this end.

Bowman expressed gratitude for all the support from the City Council and the DDA Board over last couple of months. She also stated that she was grateful for sufficient time to look forward and set up a more permanent plan to be sure that the Founders Festival continues.

10. ADJOURNMENT

Move to adjourn the meeting.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Taylor, Councilmember
SECONDER:	DeLind, Councilmember

The meeting adjourned at 6:56 pm.

Sara Bowman, Mayor

Mary Mullison, City Clerk

Approval Date: November 16, 2020

**To view approved documents, please see the Agenda Packet link that is relevant to this meeting at <http://farmgov.com/City-Services/Government/Agendas-and-Minutes/City-Council.aspx> or contact the City Clerk.