



FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES
Monday, August 24, 2009

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

ROLL CALL: Cornwell, Cowley, Frost, Gajewski, Jakacki, Kuiken, Schneemann, Ziegler

ABSENT: Higgins, Pastue, Rock

OTHERS PRESENT: Executive Director Knowles
Administrative Assistant Nogle
Events Coordinator Wolter

CONSENT AGENDA ITEMS:

MOTION by Kuiken, SUPPORTED by Schneemann to approve the regular minutes of July 27, 2009, and to accept and file the July Bill Review Report as presented. MOTION CARRIED, ALL AYES.

Ziegler entered the meeting.

DOWNTOWN FARMINGTON FOUNDERS FESTIVAL WRAP UP

Brian Golden presented a two-minute video clip of the 2009 Founders Festival. Krista Wolter delivered a wrap-up presentation that highlighted marketing, finances and attendance of the festival.

PROPOSAL FOR STAFF BONUSES

MOTION by Ziegler, SUPPORTED by Kuiken to authorize distribution of employee bonuses, as recommended by the Executive Director, in the following amounts to the following parties, funds to be derived from the associated festival personal services accounts:

| | |
|-------------------|-----------|
| Krista Wolter | \$400.00 |
| Victoria Novak | \$400.00 |
| Debbie Nogle | \$400.00 |
| Kristin McDonough | \$400.00. |

MOTION CARRIED, ALL AYES.

HARVEST MOON DANCE

MOTION by Cornwell, SUPPORTED by Jakacki that the organization, through its duly authorized officers, make application to the MLCC for a special license for the sale of beer and wine, for consumption on the premises to be in effect on October 2, 2009, 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: Outdoor Dance
MOTION CARRIED, ALL AYES.

EVENT PLANNER POSITION

MOTION by Kuiken, SUPPORTED by Frost to authorize the Executive Director to immediately advertise and recruit for the position of Events Planner, and to solicit and screen resumes, to select and interview candidates and to recommend a final candidate(s) for board approval.

MOTION CARRIED, ALL AYES.

WORK PLAN UPDATES

Annette Knowles discussed highlights from the work plan update. The Streetscape Ribbon-Cutting has been set for October 24, 2009. The Real Estate Broker's Familiarization Tour will be October 13, 2009. Our second Farmington Business Assistance Team (BATS) visits will be October 20, 2009.

CLOSED SESSION – Employee Evaluation

Motion by Ziegler, Supported by Kuiken to enter into a closed session to discuss personnel matters.

Ayes: Cornwell, Cowley, Frost, Gajewski, Jakacki, Kuiken, Schneemann, Ziegler

Nays: None.

Motion Carried.

Motion by Kuiken, Supported by Jakacki to reconvene into regular session. MOTION CARRIED, ALL AYES.

BOARD COMMENTS

None

ADJOURNMENT

MOTION by Kuiken, SUPPORTED by Ziegler that the meeting be adjourned. MOTION CARRIED, ALL AYES.

The meeting was adjourned at 9:09 p.m.

The next meeting will be on Monday, September 28, 2009 at 6:00 p.m.

Respectively submitted,

Annette Knowles