



FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY  
MINUTES

Wednesday, June 3, 2015  
Conference Room A, City Hall

The meeting was called to order at 5:43 p.m. by President Buck.

**ROLL CALL**

PRESENT: Buck, Gallagher (5:52pm), Galvin, Greer, Higgins, Murphy (6:01pm),  
Platzke

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 May 6, 2015, the special minutes of May 12, 2015, the May Invoice Distribution and the April Financial Report, as presented. MOTION CARRIED, ALL AYES.

**PUBLIC COMMENT**

None

**SIGN INCENTIVE APPLICATION #15-01 FOR EDWARD JONES, 33312 GRAND RIVER AVE**

Edward Jones Investments wishes to install a projecting sign to a decorative bracket outside its location and has applied for funds for the Sign Incentive Program. The Design Committee reviewed the conceptual plan for the sign concurred with design standards; the sign was reduced in size to align with the sign ordinance. The property owner, Dr. Louis Leonor, concurs with the application. The projected cost for the projecting sign with bracket is \$541.00; the matching grant would not exceed \$275.00.

MOTION by Galvin, SECONDED by Higgins

RESOLVED, that the board approves Sign Incentive Application #15-01, received from Edward Jones Investments, located at 33312 Grand River Avenue, in an amount not to exceed \$500.00, funds to be derived from account #248-000.00-970.00, Capital Outlay. MOTION CARRIED, ALL AYES.

**RESOLUTION TO CONFIRM DDA DESIGNEE TO DOWNTOWN PARKING ADVISORY COMMITTEE**

City Council has established a Downtown Parking Advisory Committee. One member of the Committee shall be named by the DDA board of directors. Member Gallagher has expressed an interest in the Committee and it is reflected on the work plan as such.

MOTION by Galvin, SECONDED by Platzke  
RESOLVED, that the board names Rachel Gallagher as its representative to the Downtown Parking Advisory Committee. MOTION APPROVED, ALL AYES.

Gallagher entered the meeting.  
Murphy entered the meeting.

### TECHNICAL VIST – DAY TWO

The Tech Visit by Main Street Oakland County continued on this second day with board member development training. Ray Scriber, Louisiana Main Street, was the main presenter. Scriber reviewed the general responsibilities which include strategic planning, determining mission and purpose, approving and monitoring the program and services, raising funds and ensuring financial management, enhancing the organization's public image, ensuring sound risk management, orienting new board members, organizing itself for efficiency, selecting and supporting the executive director and understanding the relationship between board and staff.

Other Main Street Oakland County representatives included Scott Day, Urban Development Services, Robert Donohue, Alex Hritcu and Leigh Young.

Higgins departed the meeting at 7:10pm.  
Greer departed the meeting at 7:30pm.

### BOARD COMMENT

Murphy thanked the presenters. Gallagher expressed an interest in looking into the establishment of a 501(c)3 arm. Platzke said the tech visit was motivating. Buck commented that board members could "give, get or run;" he recognized the good attendance.

Buck issued a challenge to the Planning Commission and City Council for an expeditious approval process for the Orchards – Phase II development.

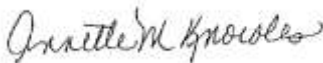
### ADJOURNMENT

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

The meeting was adjourned at 7:37p.m.

The next regular meeting will be on Wednesday, July 1, 2015 at 6:00 p.m., in the Conference Room at City Hall.

Respectively submitted,



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