



FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES

Wednesday, July 6, 2016
Conference Room A, City Hall

The meeting was called to order at 6:03 p.m. by President Gallagher.

ROLL CALL

PRESENT: Buck, Clement, Craft, Gallagher, Galvin, Griswold, Murphy, Pascaris, Skrzycki

ABSENT: None

OTHERS PRESENT: Thomas Schultz, City Attorney

CONSENT AGENDA ITEMS

MOTION by Griswold, SECONDED by Buck

RESOLVED, that the board accepts and files the Regular Minutes of June 1, 2016, the June Invoice Distribution, and the May Financial Report, as presented. MOTION CARRIED, ALL AYES.

PUBLIC COMMENT

Jason Schlaff, Farmington Brewing Company, expressed his support of the city permitting food trucks in the downtown area. He suggests two platforms – one to regulate on public property and the other for special events. Schlaff stated that restaurants such as the Basement Burger Bar have reported increases in patronage when his establishment hosts special activities.

PRESENTATION BY ANDREW MEISNER, OAKLAND COUNTY TREASURER

Oakland County Treasurer Andrew Meisner provided an introduction to his office operations and discussed the County's tax increment financing used by DDA's and corridor improvement authorities. The County has a record of support for DDAs. Meisner answered questions regarding school funding, criteria for county support, delinquent taxes, et cetera; and remains open to continued dialogue. He further advised to keep articulating your value because municipal financing is the low-hanging fruit.

SIGN INCENTIVE PROGRAM APPLICATION #16-01, BROWNDOG DESSERT BAR

Browndog Dessert Bar has applied to the Sign Incentive Program for a projecting sign at its location at 33314 Grand River Avenue. The Design Committee has reviewed and approved the sign. The maximum allowable reimbursement is \$500; the actual amount depends upon the bids received.

MOTION by Murphy, SECONDED by Griswold

RESOLVED, that the board approves Sign Incentive Program Application #16-01, received from Browndog Dessert Bar, located at 33314 Grand River Avenue, in an amount not to exceed \$500, funds to be derived from Account #248-000.00-970.00, Capital Outlay. MOTION CARRIED, ALL AYES.

PROPOSED MOBILE FOOD TRUCK ORDINANCE

MOTION by Skrzycki, SECONDED by Murphy

RESOLVED, that the item concerning the Proposed Food Truck Ordinance be removed from the table.
MOTION CARRIED, ALL AYES.

Attorney Schultz shared background about proposed revision to the special events ordinance to address the time, place and manner in which food trucks would be permitted to operate in the city. Currently, there is not permission expressed in any ordinance, but with the recent popularity of food trucks, the city wants to get on board with the trend. There is a wide spectrum between nothing and a free-for-all. Farmington has been entertaining requests under its special events policy. The proposed ordinance revision will assign approval authority, frequency and location. The board expressed its preference that the threshold for administrative approval be eliminated.

Motion by Skrzycki, SECONDED by Craft

RESOLVED, that the board supports with changes the proposed mobile food truck ordinance, the changes being the removal of the threshold for administrative approval. MOTION CARRIED, ALL AYES.

PRINCIPAL SHOPPING DISTRICT SPECIAL ASSESSMENT RENEWAL PROCESS

The current special assessment is set to expire at the end of the fiscal year ending June 30, 2017 after a five-year effective period. The special assessment represents nearly forty percent of the DDA annual budget, covering maintenance and promotion.

Staff is seeking to initiate a renewal study group, as has been the process for the past several renewals. The study group shall consist of the City Manager, City Treasurer, DDA Board Member and one property owner. There is an option to expand to one additional property or business owner. Craft volunteered to be the DDA Board Member representative.

MOTION by Buck, SECONDED by Griswold

RESOLVED, that the board convene a Principal Shopping District study group, consisting of the City Manager, City Treasurer, one DDA board member and two property or business owners. MOTION CARRIED, ALL AYES.

WORK PLAN UPDATES

The block captain project will get underway after the festival, as shared by Griswold. Gallagher will deliver surveys; each block captain shall pick up completed surveys from their assigned areas. The purpose of the project is to improve familiarity with board members among the business owners and to increase awareness of DDA functions.

Murphy reported on Farmington Second Fridays. August 12 is beach party night. Other monthly themes follow, through October.

BOARD COMMENT

New board member Pascaris provided an introduction.

Galvin remarked about Meisner's visit, the departure of Dan Irvin from the Greater Farmington Area Chamber of Commerce and the status of the Maxfield Training Center redevelopment proposals. The decision to accept a proposal lies with the school district; the district and the developer will need cooperation from the City to move forward.

Buck commented on the ribbon cutting at Browndog Dessert Bar and the expected opening of Earned Not Given Crossfit.

ADJOURNMENT

MOTION by Griswold, SECONDED by Galvin

RESOLVED, that the meeting be adjourned.

MOTION CARRIED, ALL AYES.

The meeting was adjourned at 8:04p.m.

The next regular meeting will be on Wednesday, August 3, 2016 at 6:00 p.m., in the Conference Room at City Hall.

Respectively submitted,

Agnes Skrzycki

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Secretary