



8:00AM Wednesday, January 8, 2025
City Hall Conference Room
23600 Liberty Street
Farmington, MI 48335

MINUTES

The meeting was called to order by Todd Craft at 8:41am.

1. Roll Call

- a. Present: Todd Craft, Johnna Balk, Sean Murphy, Claire Perko, Donovan Singleton
- b. Others Present: Kate Knight, Jess Westendorf, Walker
- c. Absent: Tom Pascaris, Shawn Kavanagh, Linda Deskins, James McLaughlan

2. Approval of Consent Agenda

- a. **Minutes: December 4, 2024 DDA Regular Meeting**
- b. **Minutes: November 12, 2024 DDA Design Committee Meeting**
- c. **Minutes: December 12, 2024 DDA Design Committee Meeting**
- d. **Minutes: October 11, 2023 DDA Executive Committee Meeting**

Motion by Balk, seconded by Singleton, to approve the items on the consent agenda. Motion passes unanimously.

3. Approval of Regular Agenda

Motion to remove item 8 from the agenda and approve the amended agenda by Singleton, seconded by Murphy, to approve the items on the regular agenda. Motion passes unanimously.

4. Public Comment

Opened and closed by Craft at 8:43am.

5. Executive Director Report

Public art is in progress at Masons Corner.

National Main Street Accreditation is scheduled for February 21, to be hosted at Blue Hat and followed by a celebration of Main Street and Masons Corner.

Capital Improvement Planning Meeting is in progress.

Master plan kickoff is January 28th.

The DDA Board has three positions opening in March 2025. Todd Craft is finishing his maximum term of more than nine years, serving as Chair for the last several as the DDA has achieved recognition for MDA Organization of the Year and GAMSA Semi-Finalist. He intends to continue serving in a Business Development Committee role, as does Linda Deskins, who finishes a full term and has graciously agreed to continuing volunteering on the Organization Committee. Claire Perko will continue for a second term on the DDA Board.

6. Publication of Annual TIF Report

Motion by Singleton, seconded by Perko, to authorize the publication of the Fiscal Year 2024-25 Annual Report on the DDA website. Motion passes unanimously.

7. Consideration to Approve 2025 Calendar of Events

Motion by Murphy, seconded by Perko, that the Board shall approve the 2025 Events Calendar. Motion passes unanimously.

9. Consideration to Approve Agreement Dinan Park Open Land Lease

Motion by Perko, Seconded by Balk, to approve DDA receipt of Open Space Lease agreement and annual payment schedule going forward, beginning in December 2025. Motion passed unanimously via roll call.

Ayes: 5, Balk, Singleton, Craft, Murphy, Perko

Nays: 0,

Absent: 4, Pascaris, Kavanagh, McLaughlan, Deskins

10. Consideration to Approve Warren Construction Pay Request #2 Masons Corner

Motion by Perko, Seconded by Singleton, to approve Pay Order #2, in the amount of \$175,010.00 to Warren Construction for Masons Corner for services rendered. Motion passed unanimously via roll call.

Ayes: 5, Balk, Singleton, Craft, Murphy, Perko

Nays: 0,

Absent: 4, Pascaris, Kavanagh, McLaughlan, Deskins

11. Consideration to Approve Detroit Design Center Payment of Balance of Public Art Installations for Masons Corner (Art Swing and Unity Torch)

MOTION by Perko, SECONDED by Singleton, to authorize DDA executive director to pay balance of \$76,200.00 to Detroit Design Center upon installation and completion of Art Swing and Unity Torch sculptures. Motion passed unanimously via roll call.

Ayes: 5, Balk, Singleton, Craft, Murphy, Perko

Nays: 0,

Absent: 4, Pascaris, Kavanagh, McLaughlan, Deskins

12. Committee Updates:

- a. **Promotions Committee** – Fantastic engagement on latest Bicentennial celebration video between Christmas and New Year. Over 30K views and excellent collaboration between Farmers Market, City, DDA, and FCT to all co-host and share the video launch.
- b. **Organization Committee** – Open position discussed during the Executive Director Update.
- c. **Business Development Committee** – Has not met but will be meeting with Oakland Thrive next week.
- d. **Design Committee** – Met on art park promenade and connection through Hillside Townes. Connection between Riley and Art Park crossing grand River will be a major consideration.
- e. **Public Art Committee** – Met on art park promenade. Will meet to take over the moving of Faces of Farmington sculpture to discuss passive promotion of art in February.

13. Other Business

Celebrated the certificate of proclamation from Michigan Downtown Association for being the Organization of the year.

Discussed pathways committee survey that was posted on City's Facebook Page. Discussed improving collaboration between departments and organizations.

Craft communicated that there is a board seat available on the Friends of the Library Board.

14. Board Comment

Craft: One more meeting as chair. Expressed want and need to continue momentum and direction with whom takes the next chair position.

15. Adjournment

Motion by Balk, seconded by Singleton to adjourn. Motion passes unanimously.

Dates of Interest:

February 4, DDA Board Regular Meeting

February 5, DDA Board Regular Meeting, 8am

February 21 National Main Street Accreditation all day and Masons Corner Donor Celebration, 6-8pm