



8:00AM Wednesday, Feb 7, 2024  
City Hall Conference Room  
23600 Liberty Street  
Farmington, MI 48335

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## MINUTES

Called to order by Craft at 8:03am

### 1. Roll Call

**Present:** Claire Perko, James McLaughlan, Shawn Kavanagh, Todd Craft, Linda Deskins, Chris Halas, Johnna Balk, Tom Pascaris (8:05), Donovan Singleton (8:13am),

**Others present:** Kate Knight, Jess Westendorf

### 2. Approval of Consent Agenda

a. **Minutes: January 10, 2024 Regular Meeting**

b. **Minutes: November 16, 2023 DDA Design Committee**

**Motion to approve the items on the Consent Agenda by Perko, second by McLaughlan.**

**Motion passes unanimously.**

### 3. Approval of Regular Agenda

**Motion to approve the items on the Regular Agenda by McLaughlan, second by Deskins.**

**Motion passes unanimously.**

### 4. Public Comment

Opened and closed by Craft at 8:05am.

### 5. Executive Director Report

Thank you to the Board for attending and participating in our national Main Street accreditation in January.

We're hosting WDIV Channel 4 on Friday, February 9, as they continue their community focus series in Farmington. The other big news is Heights Brewing's Grand Opening.

We were notified that EGLE is in support of our Hillside Townes project at MTC. The next step is for the City of Farmington to submit the full application with a requested amount of \$1,000,000 to receive a crucial brownfield grant.

Our community's Redevelopment Ready annual stipend (\$35,000) was allocated to support architectural and site development fees for Initech of Farmington, LLC, development team at the former Castle Dental Lab site, 23333 Farmington Road.

Heart the Art is this weekend at GLP with a focus on Public Art at Masons Corner.

Join the Masons on Monday, February 20, President's Day, as Main Street Oakland County's Ron Campbell, AIA will be giving a brief introduction the lodge's French Renaissance Revival architecture and Oakland University's Dr. Carol Ekbo will present her findings on the impacts of the lodge from the perspective of our community residents. We will present Masonic Plaza plans.

We're rolling out our draft work plan for FY 2024-2025 in February. It's updated to reflect our implementation of Transformation, or Catalyst Strategy themes as developed by our Executive

Committee: Placemaking, with a secondary focus on Walkability. Thank you to Linda Deskins for her work in facilitating the strategy into current and future work plan tasks.

**6. Consideration to Approve Sign Grant: KickstART**

**Motion by Kavanagh, seconded by Singleton that the DDA Board move to approve sign incentive application #01-24, received from KickstART, for their gallery at 23616 Farmington Road, in an amount not to exceed \$1,095.00, funds to be derived from 248-000.00-970 CAPITAL OUTLAY. Motion passes unanimously via roll call.**

**Ayes: 9, Perko, McLaughlan, Kavanagh, Craft, Deskins, Balk, Pascaris, Singleton, Halas  
Nays: 0**

**7. Consideration to Approve Agreement with Grissim Metz Andriese and Assoc (GMA) for Landscape Architectural Services for Masonic Lodge Plaza/Masons Corner**

**Motion by Pascaris, seconded by Deskins that the board shall approve agreements with Grissim Metz Andriese Associates for landscape architectural services for the Masonic Plaza/Masons Corner, at an amount not to exceed \$34,500. Motion passes unanimously via roll call.**

**Ayes: 9, Perko, McLaughlan, Kavanagh, Craft, Deskins, Balk, Pascaris, Singleton, Halas  
Nays: 0**

**8. Consideration to Authorize Deposit of Harvest Moon Event proceeds with Main Street Farmington Non-Endowed Fund**

Knight gave an overview of Main Street Farmington Non-Endowed Fund and the board discussed options for allocation Harvest Moon proceeds to the non-endowed fund to apply to future projects.

**9. Consideration to Approve FY 2023-24 Work Plan**

**Motion by Balk, seconded by Singleton, to approve the Work Plan FY 2024-25. Motion passes unanimously.**

**10. Committee Updates:**

**a. Promotions Committee**

Heart the Art is in full swing with event prep and promotion for this weekend. Bicentennial committee is at work on festivities to incorporate year-round. Meeting is scheduled to consider current vendor contracts and other opportunities.

**b. Organization Committee**

Deskins updated on work plan progress.

**c. Business Development Committee**

Singleton updated on Dinan Park Series and collaboration with surrounding businesses.

**d. Design Committee**

Met to discuss sign grant applications and provide advisory comments to the Planning Commission on Mi.Mosa's plan for a permanent high-quality outdoor dining area.

**e. Public Art Committee**

Heart the Art is this weekend. Ticket sales are on track to sell out prior to the event; venue capacity is 120. Information regarding public space improvement plans across the street at Masonic Plaza available at the event. Artists will attend and present main public art concept for this summer's project.

**11. Other Business**

McLaughlan: The Farmington Fit Series is coming featuring: Bodhi Yoga, TRV Fit, Five Lakes Cross Fit, and Farmington Pilates Barre are committed got Wednesday evenings.

**12. Board Comment**

Craft: Expressed interest in continuing to serve as board president for next year and thanks for allowing him to serve in this role. Please convey interest on chair appointments to Knight.

**13. Adjournment**

**Motion by Singleton, seconded by Pascaris to adjourn. Motion passes unanimously.**