



DDA Board Meeting Minutes  
6p.m. Wednesday, January 8, 2020  
Conference Room  
23600 Liberty Street  
Farmington, MI 48335

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## MINUTES

The January 8th meeting was called to order by Todd Craft at 6:02 p.m.

### 1. Roll Call

Present: Rachel Gallagher, Sean Murphy, Todd Craft, Tom Buck(exit 6:50), Tom Pascaris, Sara Bowman, Kathy Griswold, Micki Skrzycki

Others Present: Kate Knight, Jessica Westendorf

### 2. Approval of Items on Consent Agenda

#### a. Financial Report

#### b. Minutes: December 4, 2019 DDA Regular Meeting

#### Motion to approve items on the consent agenda

**Result:** Approved [Unanimous]

**Moved:** Murphy

**Seconded:** Griswold

### 2. Approval of Regular Agenda

#### Motion to approve items on the Regular agenda

**Result:** Approved [Unanimous]

**Moved:** Griswold

**Seconded:** Pascaris

### 4. Public Comment

Opened and closed at 6:03

### 5. Financial Snapshot

Overview by Knight

### 6. Executive Director Update

- Monday City Council approved calendar of events. Using resolution to apply for liquor license for Heart the Art on Feb 22<sup>nd</sup>.
- Work planning and budgeting starting now. Draft work plan is included in the board packet. Awaiting TAP grant results in February. It's a hypothetical work plan where we can discuss intent without having to balance the budget.
- Village Mall sold just before the holidays. Seller is happy and excited about buyers taking the building to the next level. Discussions happening with current tenants to help accommodate transitions. Ambitious goal of Fall of 2020. New owner, GLP, bringing 50 employees to Downtown Farmington!
- Business Development Committee will reconvene to address the topic of grant allocation for the Genysis Credit Union Main Street Oakland County Grant for businesses impacted by the sale of bank property.
- February 22<sup>nd</sup> MSOC Board Training workshop

- Discussion of progress on Blue Hat Coffee.

**7. Extension of Intergovernmental Agreement between City and DDA for Property Management**

Overview by Knight- Properties are owned by the city, managed by the DDA. Properties are self-sustaining.

Bowman: Question regarding memo page 3, stating Farmington Hills instead of Farmington, and document missing page 4.

**MOTION that the Board shall approve a one year extension of Intergovernmental Agreement between the City and DDA for property management with amendment to page 3.**

**Result:** Approved [Unanimous]

**Moved:** Buck

**Seconded:** Pascaris

**8. FY 2020-2021 Draft Work Plan**

- Overview of 2019/2020 work plan and 2020/2021 draft work plan by Knight
- Discussion of partnerships with metromode
- Discussion of action items- Facilitate Farmington Rd Streetscape, Facilitate Farmington Savings Bank redevelopment, Monitor Maxfield Training Center redevelopment project, Commission market study for site redevelopment, Commission TIF Development Plan Amendment for Strategic Project Incentivization.
- Question and discussion regarding when Earned Not Given property will be vacated
- Discussion of parking management goals.
- Discussion of Maintenance program.
- Discussion of Façade Incentive Program budgeted for \$50,000
- Discussion of Waste Management and recycling goals
- Discussion of TIF plan to ensure we are taking advantage of all the new tools

**9. Committee Updates:**

**a. Design Committee**

- No updates

**b. Public Art Committee**

- Westendorf provided an update on “Heart the Art” event coming up on 2/22/2020 at Legato Salon.

**c. Promotions Committee**

- No updates

**d. City Parking Committee**

- Discussion of study for continued parking down Grand River by Samurai

**10. Other Business**

- Reactivate Business Development Committee. Griswold and Pascaris will co-chair.
- Discussion of if we need to appoint an interim secretary. Craft nominated Skrzycki, Murphy seconded. Unanimously approved.

**11. Board Comment**

- Bowman: Will be absent from the next board meeting.
- Craft: Congrats to Tom on the appointment to Business Development Committee. Rachel, thank you for all your help planning the “Heart the Art” event. Micki, congrats on your appointment as interim Secretary.
- Murphy- Congrats to the Riley Park Ice Rink for a great event!
- Skrzycki- Thank you to volunteer extraordinaire Sean Murphy for helping at Harry Potter and the Holiday Skate!

## 12. Adjournment

### **MOTION to adjourn.**

**Result:** Approved [Unanimous]

**Moved:** Griswold

**Seconded:** Skrzycki

Dates of Interest:

January 22, Effective Boards at Oakland County Offices Dinner Meeting

February 5, Regular DDA Meeting

February 22, Heart the Art Public Art Fundraiser