



8:00AM Wednesday, October 4, 2023
City Hall Conference Room
23600 Liberty Street
Farmington, MI 48335

MINUTES

The meeting was called to order by Todd Craft at 8:07am.

1. Roll Call

Present: Todd Craft, Heather Lyon, Tom Pascaris, Chris Halas, Claire Perko, Linda Deskins (8:16), Donovan Singleton (8:21)
Others Present: Kate Knight, Jess Westendorf
Absent: Sara Bowman, James McLaughlin

2. Approval of Consent Agenda

- a. Minutes: September 6, 2023 Regular Meeting
- b. Minutes: May 9, 2023 Public Art Committee

Motion by Halas, second by Perko to approve the items on the consent agenda. Motion passed unanimously.

3. Approval of Regular Agenda

Motion by Halas, second by Lyon to approve the items on the regular agenda. Motion passed unanimously.

4. Public Comment

Opened and closed at 8:07am by Craft.

5. Executive Director Update

Ravens are back in town! Excellent turnout for kick-off strut through downtown with live music—two groups: Brass Animals and Aston Park Neighborhood Club.

Record breaking Harvest Moon. Finalizing results.

Dinan park rolling into construction. Trees and plant material coming today. Date will be published this week for opening celebration.

Masonic plaza coming in Design Committee update. Need to get going assuming we WILL win the RAP grant (notification in November).

Redevelopment Ready Community technical assistance services have paid for ALTA survey and market study at a key location in Downtown Farmington.

6. Consideration to approve Masonic Plaza landscape architecture services agreement with Grissim Metz Andriese Associates

Overview by Knight. We have an interest in our community for legacy and building public space. This is a re-costing and design update with latest current information. Preparing for construction cycle 2024 now. Need rendering, modeling for everything from construction estimation to fund-raising for the public art we wish to incorporate.

Motion by Deskins, Seconded by Halas, to approve the agreement with Grissim Metz Andriese Associates for services updating preliminary landscape design for a fee not to exceed \$7,000, with funds allocated from 248-000.00-801 Professional Services.

Motion passes unanimously via roll call.

Ayes: 7, Deskins, Perko, Halas, Craft, Lyon, Pascaris, Singleton

Nays: 0

Absent: 2, Bowman, McLaughlin

7. Committee Updates:

a. Organization Committee

Deskins handed out pre-meeting materials for catalyst strategy meeting next week. We will identify goals, objectives, and action plan. Request for everyone to do a SWOT analysis on walkability before the meeting.

b. Harvest Moon Committee

Record breaking attendance and fantastic results- Westendorf presented overview. POS system made all the difference in adding revenue via this technology. Will implement at larger scale going forward.

c. Promotions Committee

Bicentennial promotion is working on production phase. Harvest Moon is complete, Grand Raven is in progress, Lades Night Out is on the horizon. Print materials are out for both.

d. Business Development Committee

Google Analytics training (Grow with Google with coach Teresa Heger) happened last week. Excellent turnout from Downtown businesses and Q&A session. Coming up – “How to Conquer Social Media”, 9-11am, 10/18, 10/25 at Farmington Co-work.

e. Design Committee

Masons Corner – updating design and current need for flexible space as well as tying into the rest of the downtown design.

f. Public Art Committee

New piece going in at Dinan Park called City Moon. It's 15 feet tall. Heart the Art save the date went out during Harvest Moon. Heart the Art sub-committee will meet again next week to keep the ball rolling for this February event.

8. Other Business

Knight presented City Moon, the sculpture in development Detroit Design Center, as approved and vetted through the DDA Design and Public Art Committees. This is a pocket park crowd-funding element partially fulfilled via Harvest Moon 2022 proceeds of \$10,000 as a qualifying match donation from the DDA. This has been published as part of the overall park design and grant award from both MEDC and Oakland County Parks. This public art piece is installed under the overall construction administration umbrella of the park contract with Warren Construction, but with a unique purchase agreement with the artist.

Motion by Deskins, seconded by Singleton, to authorize purchase agreement with Detroit Design Center for public art sculpture City Moon for \$15,000 with funds allocated from Capital Outlay: 248-000.00-990.000.

Motion passes unanimously via roll call.

Ayes: 6, Deskins, Perko, Craft, Lyon, Pascaris, Singleton

Nays: 0,

Absent: 3, Bowman, McLaughlin, Halas

9. Board Comment

Craft: Applaud two team members who get things done. Harvest Moon and Grand Raven done.

10. Adjournment 9:01

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