



8:00AM Thursday, May 1, 2025
City Hall Conference Room
23600 Liberty Street
Farmington, MI 48335

MINUTES

The meeting was called to order by Todd Craft at 8:02am.

1. Roll Call

Present: Todd Craft, James McLaughlan, Karlyn Cassidy, Claire Perko, Sean Murphy, Shawn Kavanagh, Donovan Singleton, Tom Pascaris (8:17)

Absent: Johnna Balk

Others Present: Jess Westendorf, Beth Saarela

2. Approval of Special Meeting Agenda

Motion to approve the special meeting agenda by Perko, seconded by Kavanagh. Motion passes unanimously.

3. Public Comment

Opened and closed by Craft at 8:03am

Westendorf recused herself. (8:04am)

4. Consideration of DDA Succession Plan and Executive Director Position transition.

The group discussed the appointment of a strong candidate with broad support expressed from peers and the community. There was an in-depth conversation regarding compensation with consensus to move forward at the max within the current DDA Director Level. Discussions included the possibility of pursuing the next grade up, but that would require council approval.

Motion by Donovan Singleton, seconded by Shawn Kavanagh, to approve Jess Westendorf at pay grade 4 - 4 year max \$86,586, effective May 1st, 2025. Motion Passes unanimously via roll call.

Ayes: 8, Singleton, Pascaris, Perko, Kavanagh, Craft, McLaughlan, Cassidy, Murphy

Nayes: 0

Absent: 1, Balk

5. Agreement to Share Tax Increment Financing Revenue from the Farmington Community Library Millage

Motion by Perko, seconded by Singleton, to approve the agreement to Share Tax Increment Financing Revenue from the Farmington Community Library Millage. Motion passes unanimously.

6. Other Business

None

7. Board Comment

8. Adjournment

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