



8:00AM Wednesday, Nov 1, 2023  
City Hall Conference Room  
23600 Liberty Street  
Farmington, MI 48335

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## MINUTES

### 1. Roll Call

Present: Sara Bowman, James McLaughlin, Chris Halas, Todd Craft, Claire Perko, Tom Pascaris, Linda Deskins, Donovan Singleton

Others Present: Kate Knight, Jess Westendorf, Chris Weber

Absent: Heather Lyon

### 2. Approval of Consent Agenda

a. Minutes: October 4, 2023 Regular Meeting

b. Minutes: September 13, 2023 Public Art Committee

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

### 3. Approval of Regular Agenda

Motion by Pascaris, seconded by Deskins, to approve the items on the regular agenda.  
Motion passes unanimously.

### 4. Public Comment

Opened and closed by Craft at 8:04am.

### 5. Presentation on DDA Finance and Budget by Chris Weber, City of Farmington Director of Finance and Administration

Overview of DDA funding sources – TIF, PSD, 2 MIL Levy, Events/Other

TIF Revenue – coming from other tax entities (City, Roads, Library, Oakland County) to do projects in the Downtown. Everyone will share in the increased value of taxes giving 100% of increase to the DDA- IE new taxes captured after establishment in 1986 would go to DDA. 2 Mil levy was added to anticipate residential development with anticipated maintenance cost increase.

### 6. Consideration to appoint Fiscal Year 2024-2025 DDA representative for Capital Improvement Planning

Overview by Knight.

Motion by Singleton, second by Pascaris that the board designates Kate Knight to serve on the Capital Improvement Program Work Group. Motion Passes Unanimously.

### 7. Consideration to approve 2024 Calendar of DDA Regular Meetings

Motion by Pascaris, seconded by Deskins to approve the 2024 Calendar of Regular DDA Meetings. Motion passes unanimously.

### 8. Committee Updates:

#### a. Promotions Committee

Bicentennial Content is underway. Grand Raven Festival is driving fantastic engagement.

#### b. Organization Committee

Deskins: Executive committee meeting kicked off a discussion on catalyst strategy – good SWAT analysis on Walkability. Decorating event on 11/12.

**c. Business Development Committee**

Singleton: Significant progress at Heights Brewery. Building a tool kit for outreach to local community.

**d. Design Committee**

Committee has not met, but we are looking at preliminary designs for Masons Corner and provided initial feedback. Dinan Park is looking great.

**e. Public Art Committee**

New sculpture at Dinan Park. Heart the Art is February 10 at GLP, 7-10PM.

**9. Other Business**

Training and Braining at CoWork – Google Small Business Coach in person training through Main Street and two social media workshops (POW Strategies) that were very well received. Annual Michigan Downtown Association conference in Birmingham this week Thursday and Friday. Downtown Farmington will be well represented by Todd Craft speaking and new business owner Ryan Cavanagh.

Dinan Park is so close – Finishing touches, Consumers Energy concrete, and signage scheduled for installation this week.

Knight shared that DDA received robust contextual market study for key property Downtown paid for by MEDC Redevelopment Ready and immediately applicable for three key sites downtown.

**10. Board Comment**

Dinan Park donor party on November 8.

Bowman: After 16 years of being involved, Mayor Bowman is stepping back from leadership for a year. Thank you for everything! Continue conversations with Council and Kevin Parkins is an awesome addition to the team.

**11. Adjournment**

Motion by Singleton, second by Perko to adjourn at 9:15am. Motion passes unanimously.