



5:30 p.m. Wednesday, Sep 2, 2020  
Virtual Zoom Conference Room  
Meeting ID: 813 0750 4034  
Passcode: 093430  
23600 Liberty Street  
Farmington, MI 48335

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## MINUTES

Called to order by Todd Craft at 5:33 pm

### 1. Roll Call

**Present:** Sara Bowman, Todd Craft, Micki Skrzycki, Miguel Williams, Chris Halas, Sean Murphy, Tom Buck, Rachel Gallagher

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

**Absent:** Tom Pascaris

### 2. Approval of Items on Consent Agenda

a. **Financial Report**

b. **Minutes: August 5, 2020 DDA Regular Meeting**

c. **Minutes: July 9, 2020 DDA Design Committee**

**Motion to approve items on the consent agenda by Halas, Second by Bowman, Unanimously passes.**

### 3. Approval of Regular Agenda

**Motion to approve items on the regular agenda by Halas with changing second number 7 to 8 and sequential changes thereafter, Second by Gallagher, Unanimously passes.**

### 4. Public Comment

**Opened and closed at 5:34 by Craft**

### 5. Financial Snapshot

Overview by Knight- All in all, we are in the black for last fiscal year.

Discussion of including entire fiscal detail report each board meeting or include just the summary each meeting. Board had consensus that it will remain publically available, but not included in the packed each month.

### 6. Executive Director Update

Overview by Knight

- MTC draft for RFQ is being reviewed by City Council tonight. Administrative team has put a ton of effort into it and looking forward to council's review.
- Joint meeting from most of DDA board and City Council to discuss Farmington Rd Streetscape occurred last week. Approval from SHPO came through
- MGLP owner meeting regarding streetscape.

- Ladies Night Outside detail to come later in the agenda.
- Welcome to Miguel Williams!

## **7. Parking Committee Term Appointment**

DDA appointment expired June 30, 2020 and we need to appoint somebody. Need to nominate and approve someone as our DDA board liaison.

- Halas nominated Williams, Williams declined nomination
- Buck nominated Gallagher, Seconded by Williams, unanimously approved.

## **8. Committee Updates:**

### **a. Design Committee**

Update by Knight: Streetscape ruling from SHPO was approved. Next steps to finalize design and engineering. GLP and Krazy Crab are working through site improvements and have reviewed through Design Committee with recommendations.

### **b. Public Art Committee**

Update by Gallagher: Murals look great and receiving very much positive feedback! Committee is still looking to replace the sculptures in Riley Park. Committee is discussion another mural/artist under GMAR grant money.

Craft reported that Art in Action was high traffic from farmers market and bookmobile.

### **c. Promotions Committee**

Overview by Halas

- Successful Metromode article with interview with GLP. Well written and gives a great sense of historic preservation.
- Crossroads of past and future narrative was strong. History of the theater article on deck for next month.
- Spirit of Harvest Moon campaign in September acknowledging great volunteer work photography by Jaki, volunteer photography.
- Ladies Night Outside overview by Westendorf- Overall a successful night. Halas- Highly engaged audience on social media and in person.

### **d. Business Development Committee**

No updates from BDC- last met to allocate PPE crowdfunding money.

### **e. RavenFest Committee**

Overview by Murphy: Robust committee has been assembled. RavenFest with promotions committee finalizing name during the entire month of October. Active and passive programming elements. Business involvement, Scarecrow (raven crow) contest, Live/streamed performance featuring a Poe performer from FCT, Outdoor Film subject to public health regulations, pumpkin carving contest/show, Victorian Story/book Walk.

## **9. Other Business**

None

## **10. Board Comment**

Gallagher- Parking committee update- new handheld for enforcement officer, annual walk is next week.

Craft: Thank you and congratulations to Miguel. You survived your first meeting! Thank you, Mayor Bowman for joining us for a long day. We appreciate you so much!

## **11. Adjournment**

Motion to adjourn by Skrzycki, second by Buck. Motion passes unanimously.