



6:00 p.m. Wednesday, Dec 2, 2020

Virtual Zoom Conference Room

MINUTES

The meeting was called to order by Todd Craft at 6:03pm.

1. Roll Call

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

Absent: Chris Halas, Tom Pascaris

Others Present: Kate Knight, Jess Westendorf

2. Approval of Items on Consent Agenda

a. Minutes: November 4, 2020 DDA Regular Meeting

b. Minutes: September 15, 2020 DDA Public Art Committee

c. Minutes: October 24, 2020 DDA Design Committee

Motion by Skrzycki, seconded by Williams, to approve the items on the consent agenda with a correction to the 11/4 minutes, item number 5, Financial Snapshot. Update language to say: "Additional funds transferred *from* the City to the DDA will be applied to the fund balance."

Unanimously Passes

3. Approval of the Regular Agenda

Motion by Murphy, seconded by Bowman, to approve regular agenda.

Unanimously Passes

4. Public Comment

Public Comment Opened and closed at 6:07pm by Craft.

5. Financial Snapshot

Overview by Knight.

Financial reporting separately with the packet. Reviewed through October. Favorable findings discussed last meeting will not be reflected again until our next tax collection.

6. Executive Director Update

- Reflecting on the year- an unusual year, but feel that we have adapted well as an organization, meeting unanticipated needs. Looking forward to 2021 with change on the horizon with covid vaccine.
- Hope to return to programming as normal in 2021 and cautiously moving forward with Art on the Grand 2021.
- We are encouraged by response from our Downtown Business Community.
- Reviewed strong proposals for Maxfield Training Center this week.
- Moving forward with The Syndicate in the midst of signage fabrication and hiring contractors to install.
- We were reimbursed CARES act funding for all patio furnishing purchase! Request to authorize the reinvestment coming later in the agenda.
- Requested next phase of support from Oakland County for greenhouses, propane and more to install in mass in Downtown Farmington. Farmington is vetting products with Oakland County and OC hopes to use Farmington as an example for other downtowns.
- Discussion of potential green house sanitizing and ensuring that we are providing a safe environment.

7. CARES Act Reimbursement and Reinvestment Recommendation

Discussion of reinvesting at least \$30K that we were reimbursed for patio purchases and anticipate spending additional cares act fund if it is received from Oakland County.

Motion by Buck, Seconded by Skrzycki, passed unanimously by Role Call, to authorize the DDA Director to re-invest CARES Act reimbursement \$30,000 from FY 2020-21 budget to support downtown merchant support during pandemic, and to execute projects as funded by additional CARES Act funding through Oakland County.

Ayes: Williams, Bowman, Gallagher, Buck, Skrzycki, Murphy, Craft

Nays: 0

Absent: Hallas, Pascaris

8. Committee Updates

- Design Committee**
- Public Art Committee**
- Promotions Committee**
- Business Development Committee**

Design Committee Update:

Met October 24 to walk through the Syndicate social district and lighting, plus met again to brainstorm greenhouse ideas.

Public Art Committee Update:

Overview by Gallagher. Quick brainstorming meeting discussing hypotheticals and ideas for 2021.

Parking Committee Update: No meeting this month.

Promotions Committee Update:

Overview of Small Business Saturday social media analytics

Business Development Committee:

No Updates

9. Other Business

Gallagher: Next public art committee is meeting Tuesday the 8th at 6pm. A wine zoom party!

10. Board Comment

Skrzycki- Happy Holidays, be well, stay safe, thank you for all the amazing things we have going on. Shared impressions of traveling through Milford – first impression was pretty lights, but then a ton of empty store fronts. We are doing an outstanding job of keeping our town cohesive!

Williams- Update on Tre Sorelle space downtown. Plan on the horizon to move Tre Sorelle to a new location next in the building and converting Tre Sorelle's space to a coffee shop.

Craft- Happy Holidays and happy New Year. We appreciate everyone's time and everything that we have accomplished. It will take everything we can to keep our downtown as lively as it can be. Much on our plate with MTC and Farmington Road projects with exciting changes to come. Consider what you are able to take stewardship on for special projects.

11. Adjournment

Motion to adjourn by Bowman, second by Gallagher, passed unanimously.