



8:00AM Wednesday, April 3, 2024
City Hall Conference Room
23600 Liberty Street
Farmington, MI 48335

REGULAR AGENDA

1. Roll Call
2. Approval of Consent Agenda
 - a. Minutes: March 6, 2024 Regular Meeting
 - b. Minutes: Feb 29, 2024 DDA Design Committee
3. Approval of Regular Agenda
4. Public Comment
5. Executive Director Report
6. Draft DDA Budget FY 2024-2025
7. Art on the Grand Agreement with Farmington Hills Special Services
8. Consideration to Authorize DDA Staff to Administer Construction Process Flexible Bidding Options for Dinan Park
9. Committee Updates:
 - a. Promotions Committee
 - b. Organization Committee
 - c. Business Development Committee
 - d. Design Committee
 - e. Public Art Committee
10. Other Business
11. Board Comment
12. Adjournment

Dates of Interest:

April 8, Launch Masons Corner Patronicity Crowdfunding Campaign

April 12, Empowering Small Businesses and Local Government

Through Purposeful Inclusion Managers Workshop

April 21, 2024 Ladies Night Out, Spring Edition, 5:00pm-9:00pm

April 31, CEDAM State Conference Downtown Presentation with MML and MEDC RRC, Thomsonville, MI

May 3, 2024 DDA Regular Board Meeting, 8:00am

May 6-9, Main Street Now, National Conference in Birmingham, AL



7:30AM Wednesday, March 6, 2024
Small Meeting Room
The Hawk Community Center
29995 W. 12 Mile Road
Farmington Hills, MI 48336

The Meeting was called to order by Todd Craft at 7:32am.

Present: Todd Craft, Shawn Kavanagh, Linda Deskins, Donovan Singleton, Tom Pascaris, Johnna Balk, Claire Perko

Absent: James McLaughlan

Others Present: Kate Knight, Jess Westendorf, Beth Saarela

Approval of Consent Agenda

a. **Minutes: February 7, 2024 Regular Meeting**

b. **Minutes: January 26, 2024 DDA Design Committee**

Motion by Pascaris, second Singleton by to approve the items on the consent agenda. Motion passes unanimously.

Approval of Regular Agenda

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

Public Comment

Opened and closed by Craft at 7:34am.

Election of 2023 Officers

Pascaris nominate Craft, second by Singleton

Craft accepts nominations.

Motion passes unanimously.

Craft nominates Singleton, second by Deskins

Singleton accepts nomination.

Motion passes unanimously.

Craft nominates Deskins, second by Singleton

Deskins accepts nominations.

Motion passes unanimously.

Committee Chairs

Design: Claire Perko

Promotions: Shawn Kavanagh

Organization: Linda Deskins

Business Development: Donovan Singleton

Public Art: Claire Perko

The board will elect a Parking Liaison for the City Parking Committee in June.

Financial Update

Overview by Knight.

Executive Director Report

Consideration to Approve DDA TIF Agreement and Interlocal Agreement Hillside Townes

This is our time to authorize an agreement to incentivize development for Hillside Townes development.

Overview by Beth Saarela. When the developers begin making improvements for the project, TIF capture will first go to pay back this agreement, then after that, they will be able to get reimbursement for the Brownfield plan. This is a set of rules for how the TIF development agreement will work. The following agreement is what is required under the Brownfield repayment plan. Estimating a May closing.

Motion by Singleton, Seconded by Perko that the DDA and Robertson Hillside Townes, LLC, enter into the Maxfield Training Center Redevelopment Project – Hillside Townes And Associated Parcels Tax Increment Finance Assistance Development Agreement, with the following conditions:

1. The FDDA has considered pursuant to its TIF Assistance Program criteria, and approved to utilize 82.5% of the FDDA tax increment revenues (85% of the tax increment revenues minus a 2.5% annual administrative fee) generated from the Property to apply first to a Five Thousand Dollar (\$5,000.00) per year DDA implementation fee for each of the 2024, 2025 and 2026 calendar years and then to reimburse Owner for Reimbursable Activities.
2. FDDA has no obligation to reimburse expenses or costs for any activities other than Reimbursable Activities and interest thereon as provided herein, and said payments shall not exceed One Million Four Hundred Eighty-Five Thousand Five Hundred Forty-Nine Dollars (\$1,485,549.00).
3. The DDA Director and attorney are authorized to work with the FBRA and others as needed to finalize the terms of the Maxfield Training Center Redevelopment Project – Hillside Townes and Associated Parcels Tax Increment Finance Assistance Development Agreement consistent with this motion and obtain all necessary signatures including review and approval of all additional exhibits.
4. Approval is subject to closing of the sale of the MTC Property from the City to Robertson Hillside Townes, LLC and the terms of the Planned Unit Development Agreement for Hillside Townes.

Motion passes unanimously via roll call.

Ayes: 7, Balk, Deskins, Craft, Singleton, Kavanagh, Pascaris, Perko.

Nays: 0

Absent: 1, McLaughlan

Motion by Singleton, Seconded by Pascaris that the DDA and the Farmington Brownfield Redevelopment Authority enter into an Interlocal Agreement to use tax increment revenues for the Maxfield Training Center Redevelopment Project – Hillside Townes And Associated Parcels, as described in the Brownfield Plan, with the following conditions:

1. DDA to transfer approximately eighty-five percent (85%) of the FDDA tax increment revenues generated from the Property to the FBRA to reimburse Eligible Activities and other reimbursable costs identified in the Plan.
2. The FDDA Property Capture to be transferred to the Brownfield Authority pursuant to this Interlocal Agreement for reimbursement of Eligible Activities shall not exceed \$2,959,497 and will commence upon completion of the payments of the not-to–

exceed amount of \$1,485,549.00 of TIF Capture under the Maxfield Training Center Redevelopment Project – Hillside Townes And Associated Parcels Tax Increment Finance Assistance Development Agreement.

3. The DDA Director and attorney are authorized to work with the FBRA and others as needed to finalize the terms of the Interlocal Agreement consistent with this motion and obtain all necessary signatures.

4. Approval is subject to closing of the sale of the MTC Property from the City to Robertson Hillside Townes, LLC, the terms of the Planned Unit Development Agreement for Hillside Townes, the approval and signature of the Reimbursement Agreement for Hillside Townes, and the terms and conditions of the Brownfield Redevelopment Plan for Hillside Townes.

Motion passes unanimously via roll call.

Ayes: 6, Deskins, Craft, Singleton, Kavanagh, Pascaris, Perko.

Nays: 0

Absent: 2, McLaughlan, Balk

Committee Updates:

a. Promotions Committee

Toast to March promotion happening now, launching into Ladies Night Out and regular calendar of events, and soon to launch Patronicity campaign for Masons Corner. Stay tuned to boost the signal and leave positive comments.

b. Organization Committee

Final review notes regarding Main Street Evaluation are coming soon.

c. Business Development Committee

Update by Singleton on informal business-driven West Farmington campaign launch

d. Design Committee

Update by Perko. Reviewed new hanging sign for Jill's Pharmacy. Formal review of seating on back patio for Farmington Brew. Working on new agreement and easement for Mason's Corner (an additional 723 square feet outside of existing easement)

e. Public Art Committee

Hosted Heart the Art event on 2/10. A great community engagement opportunity and a couple thousand in profit for public art. We are in discussion for 2025 and going forward if it's worth staff time to execute, which will depend on what projects are in the plan for future. It was a lovely event and fantastic way to engage with our dedicated art fans.

Other Business

New merchant Facebook has been created by two new Downtown Farmington merchants. MSOC Summit on 3/19. We will send talking points for those board members that plan to attend. County Executive and board of commissioners will be there for us to advocate with.

Board Comment

Craft: Thank you for showing up and you are appreciated.

12. Adjournment

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

Dates of Interest:

March 6, 2024 Greater Farmington Area Chamber of Commerce, 9:00am, The Hawk

March 19, 2024 Main Street Oakland County Summit with County Executive and Commissioners 8:30am

April 3, 2024 DDA Regular Board Meeting, 8:00am

April 21, 2024 Ladies Night Out, Spring Edition, 5:00pm-9:00pm



DDA Design Committee Meeting
7:30AM, Thursday, February 29, 2024
City Hall Conference Room
Farmington, MI 48335

Minutes

Attending: Claire Perko, Ken Crutcher, Griffin Angeliu, Todd Craft, Brian Golden, Kate Knight

Unanimous Approval: January 26, 2024 Design Committee Minutes

Site Plan Advisory Review, Farmington Brewing Company Rear Patio, 33336 Grand River Avenue

Knight described exhibits in packet showing expansion of rear outdoor seating area during pandemic emergency outdoor dining temporary approval through code official. FBC is last outdoor seating area of that era to formally go through site plan review with Planning Commission. These advisory comments from Design Commission will be included in March PC packet for consideration. Perko: We appreciate the flexibility of the trellis-screened planters on castors, allowing the breakdown of the patio area for access, cleaning, etc. Crutcher: Can patrons stand in this outdoor area, or must they be seated? Knight: PC can confirm. Crutcher: Recommend that the north end (outside perimeter) of the plan not extend past the parking space, to ensure enough buffer between outdoor seating area and drive lane. Design Committee approved of black metal outdoor furnishings shown in packet, an upgrade from the old pandemic-era folding chairs. Great place to gather downtown with enough screening to feel comfortable.

Sign Advisory Review Jill's Pharmacy

Committee observed that the blade sign height is too high as rendered on the Farmington Road façade. Crutcher recommended alignment with transom height for appropriate scale and maximum visibility. Angeliu confirmed that original recommendation from S3 during building design process was for alignment with transom height. Perko: Concur, the blade sign was probably moved up to avoid conflicting with neighboring awning, but the design is too small to work attractively if mounted that high on the elevation. Golden: the sign is rendered too high, placed in the decorative band of bricks, should be lower to work with pedestrians reading it. Crutcher: Recommend installing to left of front door at minimum height clearance, and business should consider having sign fabricator add anti-bird nesting spiky treatment to avoid nesting soil at customer entrance. Knight: Business owner has been contacted, notified of sign grant incentive available at beginning of next fiscal year, July 1, if the business would like to be eligible for \$400 DDA grant. Business graciously declined.

Masonic Park Corner Design Update

Knight: This park design has been presented to the DDA Design Committee at every step thus far in design development. Masons have been engaged on the evolution of the park re-design since 2021, and the corner is subject to a long-term land use

agreement. The plan area committed to the land use agreement is roughly the same as the design, but proposed improvements do extend beyond the agreement area. OHM has surveyed the corner, and GMA has created an overlap exhibit showing an overage of 723 square feet. The Masons are amenable to the expanded design and improvement of the corner as a new Masonic Plaza for public use. Elements include the same finishes as the two major streetscapes: Grand River and the newly completed Farmington Road. The historic corner is a trailhead for these two pedestrian connections, and the Masonic Plaza is identified in the Downtown Master Plan as a priority space for public gathering and enhanced placemaking.

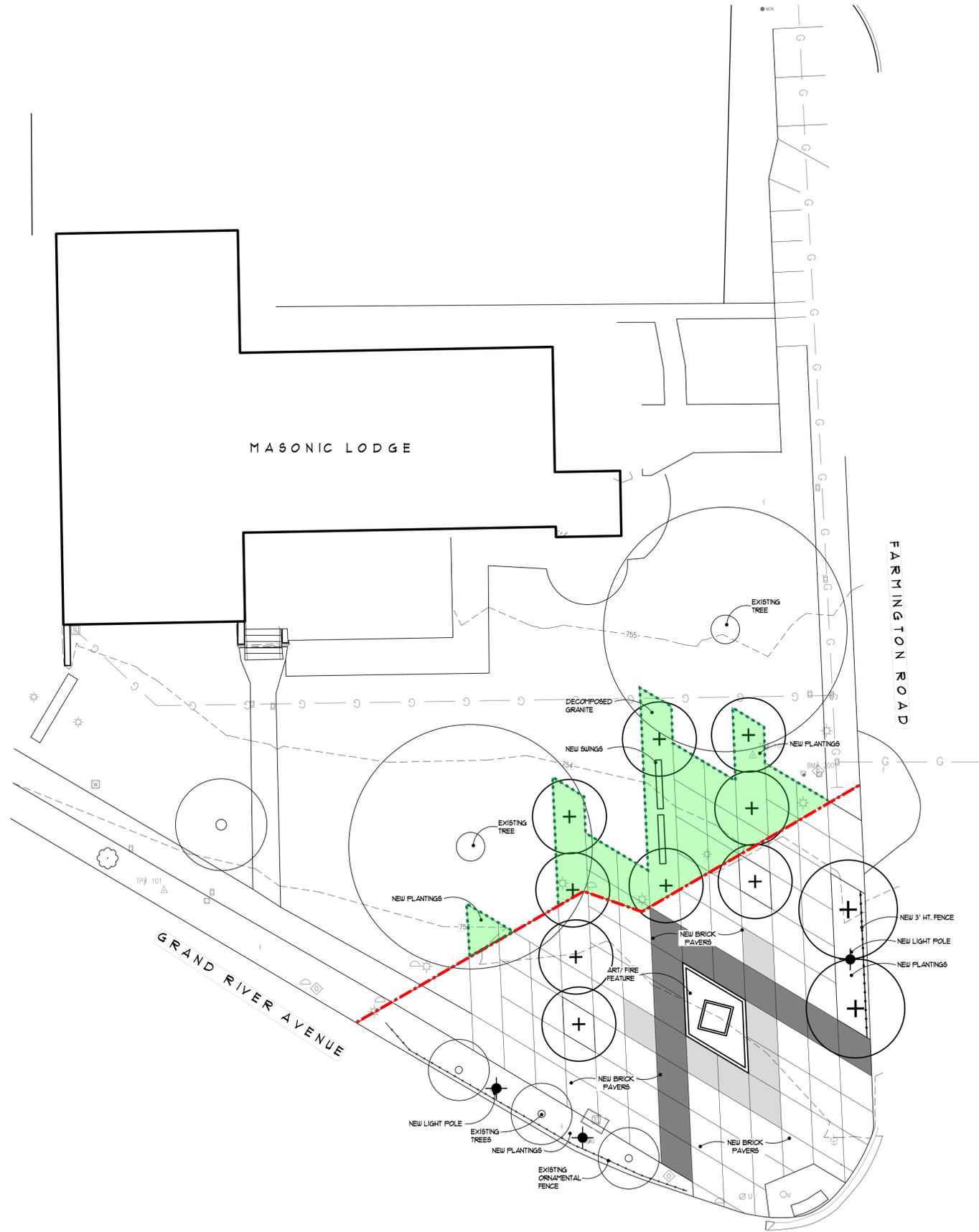
The design, by Grissim Metz Andriese Associates, is ADA-compliant, and meets the qualifications of universal accessibility as specified for MEDC's Public Spaces, Community Places grant program. Access to the park is graded to align with crosswalks and ADA-compliant furnishings are specified for flexible use with adequate clearances.

Final construction documents are subject to review by the DDA Design Committee.

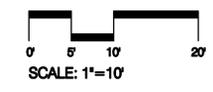
Schematic renderings and plan overlay exhibit attached.

Other Business: Advisory Comments on Starbucks Outdoor Seating Area
Design Committee reviewed finishes/furnishings, observed that proposed furnishings were extremely similar to previous materials and styles, seemed consistent with this international brand. Expanded seating and furnishings under the private awning of their outdoor seating will be a nice addition to the outdoor scene in the district, especially at that prime downtown location.

Adjourn: 8:45am



 APPROXIMATE EXISTING PROPERTY LINE
 ENCROACHMENT OF PROPOSED DESIGN ONTO NEIGHBORING PROPERTY



GRISSIM METZ ASSOCIATES ANDRIESE

Landscape Architecture
 15000 Edward N. Hines Dr., Suite A
 Plymouth, MI 48170
 Ph: 248-347-7010

Project: Mason's Corner
 Farmington, Michigan

Sheet: Property Exhibit

Job Number: F10-211
 Drawn: AEP, CJT
 Checked: SG
 Scale: 1" = 10'-0"

Date: 02/23/2024 Issued for: Owner Review

Sheet Number: -









Mission: To promote and enrich a vigorous downtown business and residential district while retaining and enhancing our Main Street atmosphere



EXECUTIVE DIRECTOR UPDATE

April 2024

It's official: we launch our Masons Corner Patronicity Campaign on April 8. MEDC has approved our campaign terms and we have received recommendation from Disability Advocates of SE Michigan to vet the project as universally accessible, to qualify for MEDC's \$75,000 match, as we did successfully did last year with Dinan Park. Our Main Street Farmington Non-Endowed Fund has reported early donations, which will be allocated to the campaign. The QR code on print material, including a water bill campaign, and the website, has connected to this fund, and will be redirected to focus on the Patronicity effort for the full 60 day run.

Our downtown businesses are organizing and sharing ideas with great new energy, headed by new Promotion Chair Shawn Kavanaugh. Heights hosted two well-attended business meetings in late March and early April, to plan for Ladies Night Out, Spring Edition on April 18. This month we'll hear about new tools for collaboration and lifting each other's downtown businesses as we kick off our outdoor event season.

We have submitted our numbers for Oakland County's Placemaking Grant program to ask for an allocation of 40% reimbursement for two public space projects: Masons Corner and the pending Art Promenade, which will connect Riley Park through the future Hillside Townes neighborhood and into Shiawassee Park.

Thank you to the Board for your attendance and support at the Main Street Oakland County summit on March 19. It was great to receive acknowledgement from the Oakland County Executive and Board of Commissioners as we laud the impact of grants and budget commitments for our downtown district.

Farmington represented at the InterFace Retail Conference on March 25 in Birmingham, with Oakland County and peer downtowns Oak Park and Royal Oak, discussing the energy and opportunity for developers and store owner reps in our districts. In late April, I will speak on a panel at the CEDAM conference on our layered application of funding sources and technical assistance from MEDC's RRC (and Patronicity) as we executed the Farmington Road Streetscape, and implemented RRC resources toward the redevelopment of the former Castle Dental Lab site.

Respectfully submitted,
Kate Knight
Executive Director



March 28, 2024

TO: DDA Board of Directors
FROM: Kate Knight, Executive Director
SUBJECT: FY2024-2025 Proposed Budget DRAFT

BACKGROUND:

Please find for your review the DRAFT proposed budget for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Note that there are two major grant-driven capital projects with Masons Corner and Art Promenade.

ACTION:

For consideration, no action

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2022-23 AMENDED BUDGET	2023-24 PROJECTED ACTIVITY	2024-25 MGR REQ BUDGET
Dept 000.00						
ESTIMATED REVENUES						
248-000.00-403.001	PROPERTY TAXES, OPR, REV	(5,839)	(5,970)	0	0	0
248-000.00-403.007	PROPERTY TAXES, TIF	451,062	468,379	468,000	518,000	553,000
248-000.00-529.000	FEDERAL GRANTS	0	170	0	0	0
248-000.00-539.000	* GRANTS, OTHER	4,500	70,444	79,600	204,452	1,000
248-000.00-539.004	* GRANTS, MAINSTREET SMALL BUSINESS	0	0	0	7,500	2,500
248-000.00-539.241	* GRANTS, MASONIC PARK	0	0	0	34,600	463,000
248-000.00-539.242	* GRANTS, ART PROMENADE	0	0	0	0	129,000
248-000.00-573.000	LOCAL COMMUNITY STABILIZATION	1,535	7,664	7,664	13,395	8,300
248-000.00-664.000	INVESTMENT INCOME	(4,298)	30,349	20,000	25,000	8,000
248-000.00-671.000	REVENUES, OTHER	1,500	0	0	0	0
248-000.00-673.000	SALE OF CAPITAL ASSETS, GAIN/LOSS	0	(9,360)	0	0	0
TOTAL ESTIMATED REVENUES		448,460	561,676	575,264	802,947	1,164,800
APPROPRIATIONS						
248-000.00-706.000	SALARIES, FULL TIME	78,857	81,787	82,515	86,641	89,240
248-000.00-706.100	SALARIES, DC RETIREE HEALTH CARE	2,100	2,100	2,100	2,100	2,100
248-000.00-707.000	SALARIES, PART-TIME/TEMP	29,382	29,820	31,015	42,365	44,946
248-000.00-709.000	SALARIES, OVERTIME	375	635	0	1,100	0
248-000.00-714.000	SALARIES, ACCRUED BENEFITS	(669)	(622)	848	965	1,004
248-000.00-715.000	LONGEVITY PAY	260	325	325	390	455
248-000.00-720.007	PYMT IN LIEU OF HOSP INS	2,400	2,400	2,400	2,400	2,400
248-000.00-720.100	FICA, EMPLOYER'S SHARE	8,593	8,880	9,164	10,199	10,601
248-000.00-720.200	COMPREHENSIVE MEDICAL INS	1,090	1,205	1,423	1,535	1,570
248-000.00-720.300	LIFE INSURANCE	171	212	192	202	208
248-000.00-720.360	LONG TERM DISABILITY	132	153	176	135	139
248-000.00-720.500	WORKMEN'S COMPENSATION INS	257	77	82	87	89
248-000.00-721.000	CONTRIBUTION, PENSION	19,693	23,803	24,771	35,987	40,503
248-000.00-727.000	* OFFICE SUPPLIES	314	769	1,248	1,281	1,281
248-000.00-728.000	POSTAGE, METER	140	124	200	200	200
248-000.00-801.000	* PROFESSIONAL SERVICES	71,219	27,897	26,850	21,982	36,900
248-000.00-818.000	* CONTRACTUAL SERVICES	25,745	28,371	27,800	28,800	36,500
248-000.00-853.000	* TELECOMMUNICATIONS	1,761	1,327	1,750	1,750	1,750
248-000.00-860.000	TRANSPORTATION	323	654	500	500	500
248-000.00-880.004	* GRANTS, MAINSTREET SMALL BUSINESS	0	0	0	7,500	2,500
248-000.00-880.005	* DEVELOPMENT INCENTIVES	0	0	0	10,000	5,000
248-000.00-956.000	* MISCELLANEOUS EXPENSE	286	140	2,000	80	2,000
248-000.00-958.501	* MEMBERSHIPS, SUBSCRIPTIONS	1,249	986	985	1,060	1,060
248-000.00-958.502	* PROFESSIONAL DEV, CONFERENCES	7,271	8,847	7,480	8,850	8,850
248-000.00-959.703	* B3-FARM-2020	274	345	0	5,600	6,400
248-000.00-968.000	DEPRECIATION EXPENSE	63,980	48,605	0	0	0
248-000.00-970.000	* CAPITAL OUTLAY	27,393	109,348	122,000	352,000	0
248-000.00-970.241	* CAPITAL OUTLAY, MASONS CORNER	0	0	0	34,600	463,000
248-000.00-970.242	* CAPITAL OUTLAY, ART PROMENADE	0	0	0	0	321,000
248-000.00-990.000	* DEBT SERVICE	105,757	207,105	207,654	208,673	210,306
TOTAL APPROPRIATIONS		448,353	585,293	553,478	866,982	1,290,502
NET OF REVENUES/APPROPRIATIONS - 000.00 -		107	(23,617)	21,786	(64,035)	(125,702)

* NOTES TO BUDGET: DEPARTMENT 000.00

539.000	GRANTS, OTHER					
	NATIONAL MAINSTREET CONFERENCE GRANTS (1100 REGISTRATION + 500 STIPEND)				1,000	1,000
	PATRONICITY POCKET PARK (CROWDFUND & MEDC GRANT)				97,452	0
	OAKLAND COUNTY PARKS GRANT				100,000	0

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2022-23 AMENDED BUDGET	2023-24 PROJECTED ACTIVITY	2024-25 MGR REQ BUDGET
Dept 000.00						
DINAN DONATIONS					6,000	0
				ACCOUNT '539.000' TOTAL	204,452	1,000
539.004	GRANTS, MAINSTREET SMALL BUSINESS					
	FLAGSTAR PLACEMAKING GRANT				7,500	2,500
539.241	GRANTS, MASONIC PARK					
	PATRONICTY MASONIC PLAZA (CROWDFUND AND MEDC GRANT)				34,600	115,400
	OAKLAND COUNTY 60/40 ARPA MATCH GRANT (MASONIC)				0	155,243
	CITY CONTRIBUTION FOR MASONIC PLAZA				0	192,000
	MISC				0	357
				ACCOUNT '539.241' TOTAL	34,600	463,000
539.242	GRANTS, ART PROMENADE					
	OAKLAND COUNTY 60/40 ARPA MATCH GRANT ART PROMENADE				0	128,158
	MISC				0	842
				ACCOUNT '539.242' TOTAL		129,000
727.000	OFFICE SUPPLIES					
	MAILCHIMP SUBSCRIPTION				474	474
	ADOBE INDESIGN SUBSCRIPTION				267	267
	MISC				540	540
				ACCOUNT '727.000' TOTAL	1,281	1,281
801.000	PROFESSIONAL SERVICES					
	PLANTE & MORAN, PLLC				875	900
	JOHNSON, ROSATI, SCHULTZ & JOPPICH- ATTORNEY FEES				1,200	3,000
	RILEY PARK ARCHWAY DESIGN				0	3,000
	DOWNTOWN MASTERPLAN UPDATE				0	30,000
	ADVANCED REDEVELOPMENT SOLUTIONS				7,400	0
	DINAN POCKET PARK - GRISSIM METZ/OHM PRELIM DESIGN & CDS				5,507	0
	SCHEMATIC DESIGN FOR MASONIC PLAZA				7,000	0
				ACCOUNT '801.000' TOTAL	21,982	36,900
818.000	CONTRACTUAL SERVICES					
	QUARTERLY FEE CHARGED BY CITY FOR ACCOUNTING SERVICES				10,000	10,500
	YEARLY FEE CHARGED BY CITY FOR PARKING ENFORCEMENT				10,000	10,500
	PROPANE				1,500	1,500
	INCUBATOR LEASE AGREEMENTS				0	6,000
	PUBLIC ART SUBSCRIPTION				4,300	4,300
	PARKING SPACE COMPENSATION FOR DINAN PARK (\$1,000/YEAR)				3,000	1,000
	PUBLIC ART PURCHASE				0	2,700
				ACCOUNT '818.000' TOTAL	28,800	36,500
853.000	TELECOMMUNICATIONS					
	MONTHLY ALLOCATION OF PHONE BILL CHARGED TO TREASURERS OFFICE				550	550
	CELL PHONE REIMBURSEMENT				1,200	1,200
				ACCOUNT '853.000' TOTAL	1,750	1,750
880.004	GRANTS, MAINSTREET SMALL BUSINESS					

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2022-23 AMENDED BUDGET	2023-24 PROJECTED ACTIVITY	2024-25 MGR REQ BUDGET
Dept 000.00						
	MSOC GENISYS MICROBUSINESS GRANTS				7,500	2,500
880.005	DEVELOPMENT INCENTIVES					
	FACADE IMPROVEMENT GRANT				0	5,000
	FACADE IMPROVEMENT RYAN KAVANAUGH SIGN HEIGHTS				6,000	0
	FACADE IMPROVEMENT STEVE CHANG MASONRY				1,980	0
	FACADE IMPROVMENT OTHER				2,020	0
				ACCOUNT '880.005' TOTAL	10,000	5,000
956.000	MISCELLANEOUS EXPENSE					
	NUNYA				80	2,000
958.501	MEMBERSHIPS, SUBSCRIPTIONS					
	MICHIGAN DOWNTOWN ASSOC.				350	350
	NATIONAL MAIN STREET CENTER				400	400
	MISC				310	310
				ACCOUNT '958.501' TOTAL	1,060	1,060
958.502	PROFESSIONAL DEV, CONFERENCES					
	MI DOWNTOWN ASSOCIATION				2,000	2,000
	NATIONAL MAINSTREET CONFERENCE (3 PEOPLE)				6,000	6,000
	MISCELLANEOUS				850	850
				ACCOUNT '958.502' TOTAL	8,850	8,850
959.703	B3-FARM-2020					
	85% GLP BROWNFIELD CONTRIBUTION				5,600	6,400
970.000	CAPITAL OUTLAY					
	DINAN POCKET PARK CONSTRUCTION				352,000	0
970.241	CAPITAL OUTLAY, MASONS CORNER					
	CDS FOR MASONIC PLAZA (GMA)				34,600	0
	ENTIRE MASONIC PLAZA CONSTRUCTION (INCLUDING PUBLIC ART)				0	460,000
	MISC				0	3,000
				ACCOUNT '970.241' TOTAL	34,600	463,000
970.242	CAPITAL OUTLAY, ART PROMENADE					
	ART PROMENADE TOTAL COST				0	320,394
	MISC				0	606
				ACCOUNT '970.242' TOTAL		321,000
990.000	DEBT SERVICE					
	DEBT PAYING AGENT FEES				550	550
	2009 STREETScape DEBT ISSUE				74,123	72,801
	2013 GROVE STREET DEBT ISSUE				28,038	32,733
	2021 FARMINGTON STREETScape DEBT ISSUE				105,962	104,222
				ACCOUNT '990.000' TOTAL	208,673	210,306

03/28/2024 02:16 PM
User: LRasico
DB: Farmington

BUDGET REPORT FOR CITY OF FARMINGTON
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2022-23 AMENDED BUDGET	2023-24 PROJECTED ACTIVITY	2024-25 MGR REQ BUDGET
Dept 000.00						
				DEPT '000.00' TOTAL	928,728	1,692,047

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2022-23 AMENDED BUDGET	2023-24 PROJECTED ACTIVITY	2024-25 MGR REQ BUDGET
Dept 759.00 - PRINCIPAL SHOPPING DISTRICT						
ESTIMATED REVENUES						
248-759.00-403.006	PROPERTY TAXES, TWO MILL LEVY	45,875	46,988	47,289	50,000	53,000
248-759.00-651.000	* EVENT REVENUE	0	0	0	500	1,000
248-759.00-671.000	* REVENUES, OTHER	52,163	37,178	25,016	39,400	20,000
248-759.00-672.001	DDA DISTRICT, SP ASSESSMENT	188,000	200,140	200,140	206,144	212,329
TOTAL ESTIMATED REVENUES		286,038	284,306	272,445	296,044	286,329
APPROPRIATIONS						
248-759.00-707.000	* SALARIES, PART-TIME/TEMP	5,818	8,821	8,140	8,140	8,140
248-759.00-720.100	FICA, EMPLOYER'S SHARE	445	675	514	514	514
248-759.00-801.006	* SEASONAL DECORATIONS,GARDENING	38,277	34,284	29,600	36,300	34,000
248-759.00-818.000	* CONTRACTUAL SERVICES	44,699	50,950	45,600	53,230	55,624
248-759.00-880.000	* COMMUNITY PROMOTION	46,078	40,397	50,900	48,200	48,400
248-759.00-880.009	* EVENTS	0	0	0	4,000	4,000
248-759.00-880.015	* BUSINESS DEVELOPMENT	4,098	5,030	4,000	6,000	4,000
248-759.00-880.200	VOLUNTEER MANAGEMENT	5,917	3,637	4,000	4,000	4,000
248-759.00-920.000	PUBLIC UTILITIES	18,181	17,883	27,500	27,500	30,250
248-759.00-930.000	* REPAIRS & MAINTENANCE	109,472	87,586	142,099	181,900	131,900
TOTAL APPROPRIATIONS		272,985	249,263	312,353	369,784	320,828
NET OF REVENUES/APPROPRIATIONS - 759.00 - PRINCIPAL SH		13,053	35,043	(39,908)	(73,740)	(34,499)

* NOTES TO BUDGET: DEPARTMENT 759.00 PRINCIPAL SHOPPING DISTRICT

651.000	EVENT REVENUE					
	DINAN PARK MUSIC SERIES (WEEKLY SPONSORSHIP \$125X12)				500	1,000

671.000	REVENUES, OTHER					
	MAIN STREET OAKLAND COUNTY GRANT (TECHNICAL ASSISTANCE GRANT)				10,000	10,000
	THEATER CONTRIBUTION				10,000	10,000
	SYNDICATE SWAG SALES				1,500	0
	MISC (MMRMA CLAIMS)				12,400	0
	GIFT CARD SPONSORSHIP REVENUE				500	0
	CREDIT CARD POINTS REDEMPTION				5,000	0
	ACCOUNT '671.000' TOTAL				39,400	20,000

707.000	SALARIES, PART-TIME/TEMP					
	PORTER (5 MONTHS X 4 WEEKS X 10 HOURS PER WEEK X \$15.50HR)				3,100	3,100
	GARDENER (7 MONTHS X 4 WEEKS X 10 HOURS PER WEEK X \$15.50HR)				4,340	4,340
	INTERN (45 HOURS X \$15.50/HR)				700	700
	ACCOUNT '707.000' TOTAL				8,140	8,140

801.006	SEASONAL DECORATIONS,GARDENING					
	PUT UP/TAKE DOWN CHRISTMAS DECORATIONS				6,500	6,500
	LED TREE LIGHTING				10,000	10,000
	OTHER CHRISTMAS LIGHTS				2,000	2,500
	GREENS AND SUPPLIES				3,000	3,000
	CORNSTALKS AND FALL SUPPLIES				2,500	2,000
	MISC				3,000	2,000
	FURNISHINGS				6,300	5,000
	SEASONAL CONTAINERS (DINAN, MASONIC, MISC)				3,000	3,000
	ACCOUNT '801.006' TOTAL				36,300	34,000

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2022-23 AMENDED BUDGET	2023-24 PROJECTED ACTIVITY	2024-25 MGR REQ BUDGET
Dept 759.00 - PRINCIPAL SHOPPING DISTRICT						
818.000	CONTRACTUAL SERVICES					
	QUARTERLY FEES FOR DPW SERVICES TO DDA (\$11067 X 4 QUARTERS) VERIFY FROM DPW 101-635.275				47,880	50,274
	REVIZE (DDA WEBSITE)				5,350	5,350
				ACCOUNT '818.000' TOTAL	53,230	55,624
880.000	COMMUNITY PROMOTION					
	WHAT'S UP DOWNTOWN				0	2,000
	SHOPPING PROMOTION (LADIES NIGHT OUT PROGRAM/SMALL BIZ SAT)				3,500	3,500
	KIOSK				1,000	1,000
	GFACC AD IN BUSINESS DIRECTORY				600	600
	QUARTERLY WATER BILL INSERT DESIGN & PRINTING				1,800	1,800
	PHOTOGRAPHY				1,000	1,000
	METROMODE				26,400	26,400
	MISC				5,000	6,100
	DOWNTOWN FARMINGTON EGIFT CARD				1,650	1,000
	MERCH (SYNDICATE, MARKET BAGS)				4,000	4,000
	MASONS CORNER CAMPAIGN				1,000	1,000
	SYNDICATE SIGNAGE				2,250	0
				ACCOUNT '880.000' TOTAL	48,200	48,400
880.009	EVENTS					
	DINAN PARK MUSIC SERIES (\$125X12 MUSICIANS, \$500 GRAPHIC DESIGN, \$200 PRINTING)				2,500	2,500
	FARMINGTON FIT (\$500 GRAPHIC DESIGN, \$500 PRINTING, MISC)				1,500	1,500
				ACCOUNT '880.009' TOTAL	4,000	4,000
880.015	BUSINESS DEVELOPMENT					
	MISC				4,000	4,000
	SMALL BUSINESS GRANTS				2,000	0
				ACCOUNT '880.015' TOTAL	6,000	4,000
930.000	REPAIRS & MAINTENANCE					
	STORAGE (UNIT B-40 \$1050 EACH 6 MONTHS & UNIT C65 \$225/MONTH)				4,800	4,800
	SEAN O'REILLY - MAINTENANCE				43,000	48,000
	WILLSON SWYKERT - MAINTENANCE				20,000	24,000
	WILLSON SWYKERT - SPRING				15,000	15,000
	WILLSON SWYKERT - FALL				8,000	8,000
	PET WASTE BAGS				300	400
	VOSS LIGHTING - METAL HALIDE BULBS				1,500	1,500
	ELECTROMATIC LED RETRO FIT KITS (20)				7,800	5,200
	PROJECT JUNIPER AND MASS PLANT REPLACEMENT FROM BOND PAYBACK				50,000	0
	POWDERCOAT REFURBISH TRASH RECEPTICLES ON GRAND RIVER AND RILEY PARK				5,000	5,000
	GENERAL PLANTScape REPLACEMENT				0	20,000
	DUMPSTER REPAIR BY CUSTOM BRICKWORK				7,500	0
	KING LUMINAIRE				12,000	0
	LAKE ERIE/MISC. ELECTRIC				2,000	0
	MISC				5,000	0
				ACCOUNT '930.000' TOTAL	181,900	131,900
				DEPT '759.00' TOTAL	377,670	307,064

BUDGET REPORT FOR CITY OF FARMINGTON
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2022-23 AMENDED BUDGET	2023-24 PROJECTED ACTIVITY	2024-25 MGR REQ BUDGET
Dept 761.00 - FOUNDERS FESTIVAL						
ESTIMATED REVENUES						
248-761.00-671.000	REVENUES, OTHER	10,000	0	0	0	0
TOTAL ESTIMATED REVENUES		10,000	0	0	0	0
APPROPRIATIONS						
248-761.00-818.000	CONTRACTUAL SERVICES	10,000	0	0	0	0
TOTAL APPROPRIATIONS		10,000	0	0	0	0
NET OF REVENUES/APPROPRIATIONS - 761.00 - FOUNDERS FES		0	0	0	0	0

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2022-23 AMENDED BUDGET	2023-24 PROJECTED ACTIVITY	2024-25 MGR REQ BUDGET
Dept 762.00 - ART ON THE GRAND						
ESTIMATED REVENUES						
248-762.00-654.000	* VENDOR FEES	1,590	2,250	1,350	1,350	1,350
248-762.00-654.100	* SPONSORSHIPS	4,950	4,500	5,500	8,500	8,500
248-762.00-671.000	* REVENUES, OTHER	4,356	4,016	4,300	4,300	4,300
TOTAL ESTIMATED REVENUES		10,896	10,766	11,150	14,150	14,150
APPROPRIATIONS						
248-762.00-880.000	* COMMUNITY PROMOTION	910	540	4,250	1,400	1,400
248-762.00-880.009	* ENTERTAINMENT	2,900	4,250	3,500	5,500	5,500
248-762.00-943.000	* EQUIPMENT RENTAL	3,216	2,942	3,400	3,500	3,500
248-762.00-956.000	* MISCELLANEOUS EXPENSE	4,528	1,608	0	3,750	3,750
TOTAL APPROPRIATIONS		11,554	9,340	11,150	14,150	14,150
NET OF REVENUES/APPROPRIATIONS - 762.00 - ART ON THE G		(658)	1,426	0	0	0

* NOTES TO BUDGET: DEPARTMENT 762.00 ART ON THE GRAND

654.000	VENDOR FEES					
FOOD VENDORS (3 X \$450)					1,350	1,350
654.100	SPONSORSHIPS					
SPONSORSHIPS (1 X \$1500)					1,500	1,500
SPONSORSHIPS (2 X \$500)					1,000	1,000
SPONSORSHIPS (2 X \$3000)					6,000	6,000
				ACCOUNT '654.100' TOTAL	8,500	8,500
671.000	REVENUES, OTHER					
CONTRIBUTION FROM FARMINGTON HILLS					4,300	4,300
880.000	COMMUNITY PROMOTION					
PRINT ADS					250	250
POSTERS					350	350
MISC					800	800
				ACCOUNT '880.000' TOTAL	1,400	1,400
880.009	ENTERTAINMENT					
LIVE MUSIC AND STREET PERFORMERS					3,000	3,000
KIDS ZONE PROGRAMMING (BLUE BLOCKS)					1,500	1,500
MISC ENTERTAINMENT					1,000	1,000
				ACCOUNT '880.009' TOTAL	5,500	5,500
943.000	EQUIPMENT RENTAL					
TRAFFIC MANAGEMENT					3,500	3,500
956.000	MISCELLANEOUS EXPENSE					
CONTRACTOR LABOR (RESTORATION PLUS)					2,000	2,000
VIGNETTE DECORE (FLORAL ARCHWAY ETC)					1,750	1,750
				ACCOUNT '956.000' TOTAL	3,750	3,750
				DEPT '762.00' TOTAL	28,300	28,300

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2022-23 AMENDED BUDGET	2023-24 PROJECTED ACTIVITY	2024-25 MGR REQ BUDGET
Dept 764.00 - HARVEST MOON CELEBRATION						
ESTIMATED REVENUES						
248-764.00-646.000	* CONCESSION, HARVEST MOON	38,690	43,029	43,029	49,585	30,000
248-764.00-651.000	* ADMISSIONS, HARVEST MOON	30,650	32,441	33,008	38,158	22,500
248-764.00-654.100	* SPONSORSHIPS	5,400	4,200	4,200	3,750	8,100
248-764.00-671.000	* REVENUES, OTHER	1,811	700	700	1,128	1,350
TOTAL ESTIMATED REVENUES		76,551	80,370	80,937	92,621	61,950
APPROPRIATIONS						
248-764.00-727.000	OFFICE SUPPLIES	0	0	0	47	0
248-764.00-740.010	* CONCESSION SUPPLIES	17,554	20,809	20,809	24,104	24,900
248-764.00-818.000	* CONTRACTUAL SERVICES	2,700	5,865	2,800	5,700	8,000
248-764.00-880.000	* COMMUNITY PROMOTION	2,937	3,409	3,409	10,251	3,600
248-764.00-880.009	* ENTERTAINMENT	8,950	10,024	10,024	11,915	12,000
248-764.00-943.000	* EQUIPMENT RENTAL	7,374	7,823	7,823	8,627	9,000
248-764.00-956.000	* MISCELLANEOUS EXPENSE	5,334	4,536	4,539	3,000	4,450
248-764.00-969.000	CONTRIBUTIONS, PATRONICITY	0	10,000	0	0	0
248-764.00-969.400	CONTRIBUTION, COMMUNITY FOUNDATION	7,000	0	0	25,000	0
TOTAL APPROPRIATIONS		51,849	62,466	49,404	88,644	61,950
NET OF REVENUES/APPROPRIATIONS - 764.00 - HARVEST MOON		24,702	17,904	31,533	3,977	0

* NOTES TO BUDGET: DEPARTMENT 764.00 HARVEST MOON CELEBRATION

646.000	CONCESSION, HARVEST MOON					
	HARVEST MOON CONCESSION - BEER MONEY				49,585	30,000
651.000	ADMISSIONS, HARVEST MOON					
	HARVEST MOON ADMISSION SALES				38,158	22,500
654.100	SPONSORSHIPS					
	PREMIER (2 @ \$3000)				3,000	6,000
	SPONSOR (1 @ \$1500)				0	1,500
	TABLE TOP SPONSOR (3 @ \$200)				750	600
				ACCOUNT '654.100' TOTAL	3,750	8,100
671.000	REVENUES, OTHER					
	FOOD VENDORS (3 @ \$450)				1,128	1,350
740.010	CONCESSION SUPPLIES					
	BEER & WINE				21,263	20,000
	MISC CONCESSION SUPPLIES				34	2,000
	SALES TAX				2,807	2,900
				ACCOUNT '740.010' TOTAL	24,104	24,900
818.000	CONTRACTUAL SERVICES					
	SECURITY CONTRACTOR (PRIME PROTECTION)				3,330	3,300
	EVENT SETUP CONTRACTOR (RESTORATION PLUS)				2,370	2,700
	EVENT SETUP CONTRACTOR SUPPORT				0	2,000
				ACCOUNT '818.000' TOTAL	5,700	8,000

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2022-23 AMENDED BUDGET	2023-24 PROJECTED ACTIVITY	2024-25 MGR REQ BUDGET
Dept 764.00 - HARVEST MOON CELEBRATION						
880.000	COMMUNITY PROMOTION					
	GRAPHIC DESIGN				400	400
	PRINT ADS				500	500
	BANNERS & POSTERS				1,196	2,300
	MISC				400	400
	SWAG PURCHASED WITH PROCEEDS FROM LAST HARVEST MOON				7,755	0
				ACCOUNT '880.000' TOTAL	10,251	3,600
880.009 ENTERTAINMENT						
	MUSICIANS				11,915	12,000
943.000 EQUIPMENT RENTAL						
	PORTA POTTY RENTAL				1,900	2,000
	TENT RENTAL				6,414	6,500
	MISC (GENERATORS, POS SYSTEM, ETC)				313	500
				ACCOUNT '943.000' TOTAL	8,627	9,000
956.000 MISCELLANEOUS EXPENSE						
	CENTERPIECES AND DECORE				1,000	1,000
	MISC SUPPLIES (TABLE COVERS, ETC) - MOVED CUPS TO CONCESSION SUPPLIE				2,000	3,450
				ACCOUNT '956.000' TOTAL	3,000	4,450
				DEPT '764.00' TOTAL	156,218	123,900

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2022-23 AMENDED BUDGET	2023-24 PROJECTED ACTIVITY	2024-25 MGR REQ BUDGET
Dept 766.00 - RHYTHMS IN RILEY PARK						
ESTIMATED REVENUES						
248-766.00-654.100	* SPONSORSHIPS	19,136	15,506	11,000	13,439	45,600
TOTAL ESTIMATED REVENUES		19,136	15,506	11,000	13,439	45,600
APPROPRIATIONS						
248-766.00-818.000	* CONTRACTUAL SERVICES	8,587	11,817	10,500	11,200	15,200
248-766.00-880.000	* COMMUNITY PROMOTION	4,488	2,056	2,250	2,157	10,400
248-766.00-880.009	* ENTERTAINMENT	7,625	9,900	9,100	12,000	20,000
TOTAL APPROPRIATIONS		20,700	23,773	21,850	25,357	45,600
NET OF REVENUES/APPROPRIATIONS - 766.00 - RHYTHMS IN R		(1,564)	(8,267)	(10,850)	(11,918)	0
* NOTES TO BUDGET: DEPARTMENT 766.00 RHYTHMS IN RILEY PARK						
654.100	SPONSORSHIPS					
SERIES SPONSOR (2 @ \$7500)					7,500	15,000
MULTI-CONCERT SPONSOR (3 @ \$5000)					3,939	15,000
WEEKLY SPONSOR (12 @ \$1,300)					2,000	15,600
ACCOUNT '654.100' TOTAL					13,439	45,600
818.000	CONTRACTUAL SERVICES					
CONCERT PRODUCTION CONTRACTOR (BASE PAY)					10,500	12,370
CONCERT PRODUCTION (BONUS IF SPONSORSHIP IS FULFILLED)					0	2,130
SEASON EXTRAS					700	700
ACCOUNT '818.000' TOTAL					11,200	15,200
880.000	COMMUNITY PROMOTION					
PRINT ADS					907	1,000
DIGITAL PROMOTION					100	200
POSTERS & BANNERS					800	900
GRAPHIC DESIGN					350	600
MISCELLANEOUS					0	7,700
ACCOUNT '880.000' TOTAL					2,157	10,400
880.009	ENTERTAINMENT					
MUSICIANS (BASE PAY)					12,000	17,400
MUSICIANS (BONUS IF SPONSORSHIP IS FULFILLED)					0	2,600
ACCOUNT '880.009' TOTAL					12,000	20,000
DEPT '766.00' TOTAL					38,796	91,200

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2022-23 AMENDED BUDGET	2023-24 PROJECTED ACTIVITY	2024-25 MGR REQ BUDGET
Dept 767.00 - BUILDING RENTAL						
ESTIMATED REVENUES						
248-767.00-669.001	* RENTAL FEES	25,530	28,250	28,000	10,950	0
248-767.00-671.000	REVENUES, OTHER	380	297	0	0	0
	TOTAL ESTIMATED REVENUES	25,910	28,547	28,000	10,950	0
APPROPRIATIONS						
248-767.00-801.000	* PROFESSIONAL SERVICES	5,411	3,805	5,202	1,998	0
248-767.00-818.000	* CONTRACTUAL SERVICES	11,226	16,069	12,001	12,148	0
248-767.00-920.000	PUBLIC UTILITIES	1,481	297	525	1,500	0
248-767.00-935.000	* MAINT, BUILDINGS & GROUNDS	7,257	6,710	6,292	1,500	0
248-767.00-969.100	CONTRIBUTION INS & BONDS	550	573	573	647	0
248-767.00-976.000	CAPITAL OUTLAY, BUILDINGS	8,880	0	5,000	0	0
	TOTAL APPROPRIATIONS	34,805	27,454	29,593	17,793	0
NET OF REVENUES/APPROPRIATIONS - 767.00 - BUILDING REN		(8,895)	1,093	(1,593)	(6,843)	0
* NOTES TO BUDGET: DEPARTMENT 767.00 BUILDING RENTAL						
669.001	RENTAL FEES					
33104	GRAND RIVER (UPPER LEVEL) UNIT #1 - (\$700 X 12 MONTHS)				2,450	0
33104	GRAND RIVER (LOWER LEVEL) UNIT #2 - (\$500 X 12 MONTHS)				2,000	0
33107	THOMAS - (\$1,350 X 12 MONTHS)				6,500	0
	ACCOUNT '669.001' TOTAL				10,950	
801.000	PROFESSIONAL SERVICES					
33104	GRAND RIVER (UPPER LEVEL) #1 (\$70 X 12 MONTHS MGT FEES)				1,068	0
33104	GRAND RIVER (LOWER LEVEL) #2 (\$65 X 12 MONTHS MGT FEES)				325	0
33107	THOMAS (\$135 X 12 MONTHS MGT FEES)				605	0
	ACCOUNT '801.000' TOTAL				1,998	
818.000	CONTRACTUAL SERVICES					
33104	GRAND RIVER (SUMMER + WINTER TAXES) (+5% FROM 22-23)				6,605	0
33107	THOMAS (SUMMER + WINTER TAXES) (+5% FROM 22-23)				5,543	0
	ACCOUNT '818.000' TOTAL				12,148	
935.000	MAINT, BUILDINGS & GROUNDS					
MISC					1,500	0
	DEPT '767.00' TOTAL				26,596	

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2022-23 AMENDED BUDGET	2023-24 PROJECTED ACTIVITY	2024-25 MGR REQ BUDGET
Dept 768.00 - LUNCH BEATS						
ESTIMATED REVENUES						
248-768.00-654.100	* SPONSORSHIPS	1,527	7,480	4,100	3,750	6,375
248-768.00-671.000	REVENUES, OTHER	13	3	3	0	0
TOTAL ESTIMATED REVENUES		1,540	7,483	4,103	3,750	6,375
APPROPRIATIONS						
248-768.00-818.000	* CONTRACTUAL SERVICES	850	1,750	1,700	1,300	2,250
248-768.00-880.000	* COMMUNITY PROMOTION	3,745	2,134	2,500	1,950	1,950
248-768.00-880.009	* ENTERTAINMENT	1,135	1,460	1,135	1,375	2,175
TOTAL APPROPRIATIONS		5,730	5,344	5,335	4,625	6,375
NET OF REVENUES/APPROPRIATIONS - 768.00 - LUNCH BEATS		(4,190)	2,139	(1,232)	(875)	0
* NOTES TO BUDGET: DEPARTMENT 768.00 LUNCH BEATS						
654.100	SPONSORSHIPS					
SERIES SPONSOR (1 @ \$3,000)					0	3,000
PROGRAMMING SPONSOR (1 @ \$1,000)					2,000	1,000
MULTI WEEK SPONSOR (2 @ \$500)					1,500	1,000
WEEKLY SPONSOR (11 @ \$125)					250	1,375
ACCOUNT '654.100' TOTAL					3,750	6,375
818.000	CONTRACTUAL SERVICES					
CONCERT PRODUCTION CONTRACTOR (BASE PAY)					1,300	1,450
CONCERT PRODUCTION CONTRACTOR (BONUS IF SPONSORSHIP IS FULFILLED)					0	800
ACCOUNT '818.000' TOTAL					1,300	2,250
880.000	COMMUNITY PROMOTION					
DIGITAL PROMOTION					50	50
PRINT ADS					1,000	1,000
POSTERS & BANNERS					600	600
GRAPHIC DESIGN					300	300
ACCOUNT '880.000' TOTAL					1,950	1,950
880.009	ENTERTAINMENT					
MUSICIANS (BASE PAY)					1,375	1,500
MUSICIANS (BONUS IF SPONSORSHIP IS FULFILLED)					0	675
ACCOUNT '880.009' TOTAL					1,375	2,175
DEPT '768.00' TOTAL					8,375	12,750

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2022-23 AMENDED BUDGET	2023-24 PROJECTED ACTIVITY	2024-25 MGR REQ BUDGET
Dept 769.00 - GRAND RAVEN FESTIVAL						
ESTIMATED REVENUES						
248-769.00-654.100	* SPONSORSHIPS	12,400	12,290	13,500	11,000	11,000
248-769.00-671.000	* REVENUES, OTHER	550	567	567	151	200
	TOTAL ESTIMATED REVENUES	12,950	12,857	14,067	11,151	11,200
APPROPRIATIONS						
248-769.00-880.000	* COMMUNITY PROMOTION	1,822	2,171	2,171	2,942	3,550
248-769.00-880.009	* EVENTS	12,654	3,983	3,983	6,500	4,300
248-769.00-956.000	* MISCELLANEOUS EXPENSE	10,378	5,186	5,273	2,850	3,350
	TOTAL APPROPRIATIONS	24,854	11,340	11,427	12,292	11,200
NET OF REVENUES/APPROPRIATIONS - 769.00 - GRAND RAVEN		(11,904)	1,517	2,640	(1,141)	0
* NOTES TO BUDGET: DEPARTMENT 769.00 GRAND RAVEN FESTIVAL						
654.100	SPONSORSHIPS					
	PREMIER SPONSOR (\$10,000)				10,000	10,000
	MISC				1,000	1,000
				ACCOUNT '654.100' TOTAL	11,000	11,000
671.000	REVENUES, OTHER					
	RAVENCROW KITS				151	200
880.000	COMMUNITY PROMOTION					
	PRINTING				2,092	2,100
	GRAPHIC DESIGN				850	850
	PRINT & DIGITAL ADS				0	100
	PHOTOGRAPHY				0	500
				ACCOUNT '880.000' TOTAL	2,942	3,550
880.009	EVENTS					
	PUMPKIN CARVER				0	1,500
	MISC				0	300
	LIVE MUSIC (OPENING NIGHT)				6,500	2,500
				ACCOUNT '880.009' TOTAL	6,500	4,300
956.000	MISCELLANEOUS EXPENSE					
	PUMPKIN CARVING CONTEST SUPPLIES				200	300
	DECORE (THE GREAT RAVENING)				1,150	1,850
	STRAW FORT / RILEY PARK PROGRAMMING (NUNYA)				250	300
	MISC (RAVENCROW BUSINESSES KITS, ETC)				200	300
	CONTRACTOR LABOR (UNRAVENING + CLEANUP)				550	600
	PHOTOGRAPHY (MOVED TO GRAND RAVEN COMMUNITY PROMO)				500	0
				ACCOUNT '956.000' TOTAL	2,850	3,350
				DEPT '769.00' TOTAL	23,443	22,400

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2022-23 AMENDED BUDGET	2023-24 PROJECTED ACTIVITY	2024-25 MGR REQ BUDGET
Dept 770.00 - COMMUNITY FOUNDATION						
ESTIMATED REVENUES						
248-770.00-539.000	GRANTS, OTHER	3,000	0	0	0	0
248-770.00-678.002	CONTRIBUTIONS HARVEST MOON	7,000	0	0	25,000	0
TOTAL ESTIMATED REVENUES		10,000	0	0	25,000	0
APPROPRIATIONS						
248-770.00-969.400	CONTRIBUTION, COMMUNITY FOUNDATION	10,000	0	0	25,000	0
TOTAL APPROPRIATIONS		10,000	0	0	25,000	0
NET OF REVENUES/APPROPRIATIONS - 770.00 - COMMUNITY FO		0	0	0	0	0

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2022-23 AMENDED BUDGET	2023-24 PROJECTED ACTIVITY	2024-25 MGR REQ BUDGET
Dept 771.00 - HEART THE ART						
ESTIMATED REVENUES						
248-771.00-646.000	SALES, CONCESSIONS	0	0	0	1,311	1,303
248-771.00-651.000	ADMISSION FEES	0	0	0	5,165	4,000
248-771.00-671.000	* REVENUES, OTHER	0	0	0	1,000	0
	TOTAL ESTIMATED REVENUES	0	0	0	7,476	5,303
APPROPRIATIONS						
248-771.00-740.010	* CONCESSION SUPPLIES	0	0	0	737	325
248-771.00-818.000	* CONTRACTUAL SERVICES	0	0	0	884	884
248-771.00-880.000	* COMMUNITY PROMOTION	0	0	0	1,422	1,450
248-771.00-880.009	* ENTERTAINMENT	0	0	0	400	400
248-771.00-956.000	* MISCELLANEOUS EXPENSE	0	0	0	1,935	2,000
	TOTAL APPROPRIATIONS	0	0	0	5,378	5,059
NET OF REVENUES/APPROPRIATIONS - 771.00 - HEART THE ART		0	0	0	2,098	244
* NOTES TO BUDGET: DEPARTMENT 771.00 HEART THE ART						
671.000	REVENUES, OTHER					
	ART VENDOR CONTRIBUTION (SKEP)				1,000	0
740.010	CONCESSION SUPPLIES					
	BEER, WINE, SPIRITS				613	0
	WATER & OTHER				0	200
	LIQUOR LICENSE				50	50
	SALES TAX				74	75
	ACCOUNT '740.010' TOTAL				737	325
818.000	CONTRACTUAL SERVICES					
	BARTENDER				884	884
880.000	COMMUNITY PROMOTION					
	GRAPHIC DESIGN				250	250
	POSTER & EVENT PRINTING				1,172	1,200
	ACCOUNT '880.000' TOTAL				1,422	1,450
880.009	ENTERTAINMENT					
	MUSICIANS				400	400
956.000	MISCELLANEOUS EXPENSE					
	DECORE (FLOWERS ETC)				460	500
	FOOD				1,475	1,500
	ACCOUNT '956.000' TOTAL				1,935	2,000
	DEPT '771.00' TOTAL				6,378	5,059
ESTIMATED REVENUES - FUND 248		901,481	1,001,511	996,966	1,277,528	1,595,707
APPROPRIATIONS - FUND 248		890,830	974,273	994,590	1,430,005	1,755,664
NET OF REVENUES/APPROPRIATIONS - FUND 248		10,651	27,238	2,376	(152,477)	(159,957)
BEGINNING FUND BALANCE		297,595	372,229	372,229	457,434	304,957
FUND BALANCE ADJUSTMENTS		63,980	57,965	57,965	0	0

GL NUMBER	DESCRIPTION	2021-22 ACTIVITY	2022-23 ACTIVITY	2022-23 AMENDED BUDGET	2023-24 PROJECTED ACTIVITY	2024-25 MGR REQ BUDGET
	ENDING FUND BALANCE	372,226	457,432	432,570	304,957	145,000

Mission: To promote and enrich a vigorous downtown business and residential district while retaining and enhancing our Main Street atmosphere



March 28, 2024

TO: DDA Board of Directors

FROM: Kate Knight, Executive Director

SUBJECT: ART ON THE GRAND CONTRACT RENEWAL

BACKGROUND:

DDA and Farmington Hills Special Services produce Art on the Grand annually the first weekend in June. The shared agreement has expired and must be renewed for 2024. Presented is the current agreement, with amended dates, and slight increase in marketing budget, updated for renewal from 2022-2023.

ACTION:

MOTION by, SECONDED by,

RESOLVED, to approve the renewal of the Art on the Grand Contract between the DDA and Farmington Hills Special Services for 2024-2026.



**JOINT OPERATING AGREEMENT
BETWEEN THE FARMINGTON DOWNTOWN DEVELOPMENT
AUTHORITY AND THE CITY OF FARMINGTON HILLS SPECIAL
SERVICES DIVISION
FOR ART ON THE GRAND 2024-2026**

The following agreement outlines the terms and conditions for the continuance of Art on the Grand as stand-alone art event, held in Downtown Farmington, as a partnership between the Farmington Downtown Development Authority (the "DDA") and the City of Farmington Hills Special Services Division ("Special Services"):

GENERAL TERMS AND CONDITIONS:

Art on the Grand will take place on Saturday and Sunday, the first full weekend in June.

The hours of operation shall be 10am until 7pm on Saturday and 11am until 5pm on Sunday. With mutual agreement, fair hours of operation may be amended.

Additional activities include a children's area, food service and entertainment (if fully sponsored).

Artist booths will be set-up along Grand River Avenue, from Farmington Road to Grove Street. Approximately 100 booths will be placed on either side of a middle aisle which maintains adequate access for emergency vehicles as agreed to by the Public Safety Department of the City of Farmington.

The current logo for Art on the Grand shall remain in use for the term of this agreement unless a revision is mutually accepted.

AREAS OF RESPONSIBILITY:

The DDA will:

Solicit and manage vendors for the children's area and food service area.

1. Plan and execute entertainment (if fully sponsored).
Provide logistical support in the form of securing permissions from the City of Farmington and the Michigan Department of Transportation for necessary road closures and by handling all set up and tear down of festival venues, except for the artist booth area.
2. Solicit sponsors and be responsible for ensuring fulfillment of sponsor benefit package.
3. Provide all volunteers necessary to support the children's area, food service area and entertainment.

Special Services will:

1. Solicit and manage artists, including receiving and processing applications, maintaining communication with artists, conducting a jury process, handling artist booth layout and placement, set up and tear down.
2. Provide all volunteers necessary to support the artist booth area.
3. Provide marketing support in the forms of graphics design of advertisements, posters, postcards and other promotional items.
4. Provide support to the Farmington DDA by covering the cost of MDOT-required detour signage (approximately \$3,500.00) and marketing the event (\$3,000.00, provided that the DDA maintains a minimum marketing budget of \$6,000.00)

The DDA and Special Services jointly will:

1. Coordinate placement of food service vendors and entertainment within the artist booth area.

EVENT FINANCIALS

The DDA shall receive and deposit all revenue from food service vendors, children's area vendors and sponsors and other revenue pertinent to its areas of responsibility.

Special Services shall receive and deposit all revenues from artist booth area and other revenue pertinent to its area of responsibility.

EXTENSION OF AGREEMENT

With mutual concurrence by the DDA and Special Services on or before October 1 of each year, this agreement may be extended for two additional years, for the years 2027 and 2028.

This agreement becomes effective on the date when signed by both named officials, one from each respective unit.

For the City of Farmington Hills
Special Services Division

For the Farmington DDA

Rachel Timlin, Cultural Arts Supervisor

Kate Knight, DDA Executive Director

Date: _____

Date: _____



In-Person Managers Workshop

Inclusive Horizons:

Empowering Small Businesses and Local Government Through Purposeful Inclusion

APRIL 12 2024
8:30-11:00 AM

LATHRUP VILLAGE CITY HALL
27400 Southfield Road | Lathrup Village,
MI 48076

REGISTER TODAY AT
AdvantageOakland.Eventbrite.com
Cost: Free | Advance Registration Required
Includes Light Breakfast



We aim to empower you with knowledge related to creating environments where everyone feels valued, respected, and included. We will discuss cultural humility and creating inclusive spaces and practices through intentional allyship and advocacy.

AGENDA

- 8:30 AM Registration Check-In and Light Breakfast
- 9:00 AM MSOC Updates
- 9:15 AM DEI Training
- 10:45 AM Q&A
- 11:00 AM Close

Questions? Contact

Annaka Norris, Main Street Oakland County at:
norrisa@oakgov.com | (248) 858-5447



WORKSHOP SPEAKERS



Sandra Etherly – Johnson
(She/her/hers)

Etherly-Johnson earned a bachelor's degree in social work and is a macro-Community-Based Initiatives [CBI] scholar. She is completing her master's degree in public administration and will graduate in 2023. Her leadership expertise spans clinical, public, and non-profit environments, where her strategic vision has documented results in advancing Diversity, Equity, Inclusion, and Justice (DEIAJ) initiatives. She has a strong background in corporate social responsibility and community relations. Her clinical experience has equipped her with the credentials to provide a trauma-informed approach to all she serves. Etherly-Johnson holds several DEI certificates from well-known institutions and has completed the training and coursework towards the Certified Diversity Executive (CDE) credential. In 2023, she was named to Crain's Detroit Business 'Notable Leaders in DEI' and was a finalist for Ragan's CSR & Diversity Awards.



Laura Orta
(They/them/he/him/HIR)

Orta earned a Bachelor of Science in Women and Gender Studies & Family Studies with minors in Sexuality and Disabilities. They hold a master's degree in public administration, specializing in Organizational Theory. Currently, they are completing their Ph.D. in Education Administration and Social Justice. Orta has vast experience in the public and private sectors, including in city, county, and state court systems; federal, state, and local governments; Nonprofits and NGO's; the hospitality industry; support fields for neurodiverse children; the stock market; and many other areas both within the U.S. and internationally. They have earned multiple DEI certificates and certifications in areas related to trauma-informed and ACEs awareness training, including Certified Diversity Executive (CDE)[®], the DEI-industry standard credential.



Rachel Yamakura
(She/her/ella)

Yamakura holds a Bachelor of Arts in Africana Studies, with a concentration on Latin America & the Caribbean and a minor in Sociology. She earned a master's degree in public administration and policy, focusing on Organizational Equity & Inclusion. She anticipates completing her doctoral studies in Educational Leadership in 2025. She examines the effects of colonialism on the American higher education system and identifies appropriate treatments for decolonizing such institutions. Yamakura's professional experience spans the public and private sectors, including the insurance and hospitality industries. She holds numerous DEI certificates from various institutions and has earned the CDE[®] credential.