



**Downtown Development Authority Meeting of the
DDA Board of Directors**

November 18, 2025

The November 10, 2025 meeting of the DDA Board of Directors was called to order at 8:30am in City Hall Council Chambers.

ROLL CALL

Present: Brian Turnbull, DJ Boyd, David Cole, Mayor Brian Turnbull, Ryan McKindles, Amy Bonser, Margene Buckhave, Aaron Cozart, Robert Miller, Shawn Riley

Absent: Mike Jaafar, Jim Long

Also Present: George Lahanas / City Manager, Kate Knight / DDA Director, Stacy Pearson / DDA Assistant Director, Al Maciag / NCFD Police Chief

AUDIENCE COMMENT None

APPROVAL OF AGENDA AND CONSENT AGENDA

Motion by **McKindles**, **seconded** by **Turnbull** to approve the agenda and consent agenda. **Motion carried** unanimously.

EXECUTIVE DIRECTOR REPORT

Knight reported that the DDA staff attended the Michigan Downtown Association's Annual conference in Rochester on November 4 and 5, noting the great professional development and peer networking. The highlight session of the event: Data Driven Downtown Management, featuring SEMCOG Planning Director Kevin Vettraino presenting our Skeletons Are Alive impact report as an example of effective data application for cultural programming as economic development. The same session included Michigan Main Street representatives who had visited Northville a few weeks earlier, detailing some of the technical assistance we can anticipate implementing with our pending Downtown Northville application.

Knight reminded the board that they would be taking part in the Michigan Main Street survey that will inform a strategic plan for 2026 and beyond while also being applicable for budget planning and master plan alignment for 2027.

Knight shared details from events to include Hometown Holiday, and Skeletons merchandize proceeds being put into the holiday window painting program.

Knight continued updates on Town Square, relaying that contractors resumed work on November 3 for more masonry and electrical maintenance, repair and upgrade. Weather permitting, raised bed caps and GFI replacements will be complete by November 14. The DDA is also adding some new lighting to dark trees on mid-block Main Street, for contiguous sparkle.

Knight reported that the DDA had submitted the SEMCOG TAP grant application on November 7,

for almost \$800,000, to support our planned improvements at the Cady Street Connection. We will hear back from the granting authority in early December. This project is for implementation in late 2027.

CONSIDERATION OF THRONE SERVICE AGREEMENT EXTENSION

Kate presents consideration to extend the 90-day Throne pilot program.

Motion by **Boyd** seconded by **Miller** to authorize the DDA Director to engage for an extension of the Throne program not to exceed \$80,000. Carried unanimously

CONSIDERATION TO APPROVE PROFESSIONAL ENGINEERING SERVICES OHM MAIN STREET PAVEMENT RECONSTRUCTION AT TOWN SQUARE

Knight updating project and funding, putting out to bid with spring implementation of work – working with OHM and GMA on the fountain, bandshell, furnishings, lighting, including that the next cycle is Cady Connection. Knight clarified that the road work would be conducted by OHM, and that the design and materials work would be conducted by GMA.

Motion by **Boyd**, Second **McKindles** to authorize DDA Director to execute agreement with OHM for Professional Engineering Services for Main Street Reconstruction at Town Square for a not-to-exceed fee of \$19,200, including contract documents. Carried unanimously.

ORIENTATION MICHIGAN MAIN STREET PROGRAM

Knight intro, Riley followed up requesting to complete in one week. Board, continue forward with program and all will complete their initial program requirements within one week.

COMMITTEE UPDATES

Design Committee – Miller – None

Marketing Committee – Bonser – update on upcoming Hometown Holiday festival.

Parking Committee – Maciag - None actively being installed or already installed.

Organizational Committee – Boyd – Finalizing loan agreement for city for internal funding IGA – George and Sandy uncovered an older version of a doc from 2008 using as start point template.

Economic Development Committee – Cole – Main Street being taken to EDC to complete by deadline.

NEW BUSINESS None

BOARD AND STAFF COMMUNICATIONS None

ADJOURNMENT

Motion by **Turnbull**, and **seconded** by **McKindles** to adjourn the DDA Board meeting.

Motion carried unanimously. **Meeting adjourned** at 9:48am

Respectfully submitted,
Stacy Pearson, Assistant DDA Director Northville DDA

