

MINUTES
ECONOMIC DEVELOPMENT CORPORATION
MAY 17, 2023
CITY OF FARMINGTON HILLS
COMMUNITY ROOM
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN

CALLED TO ORDER BY CHAIRMAN T.R. CARR AT 8:12 A.M.

MEMBERS PRESENT: T.R. CARR, SCOTT ELLIOTT, SUSAN ARLIN, MARK BRUCKI, EUNICE JEFFRIES, FRITZ BEIERMEISTER

ALSO PRESENT: Dr. Ken Massey, Council Liaison, Gary Mekjian, City Manager, Joe Valentine, Assistant City Manager, Cristia Brockway, Economic Development Director

EXCUSED: M. Zachos, S. Slaughter, L. Cantor

APPROVAL OF AGENDA

Motion by Scott Elliott, supported by Mark Brucki to move item eight (8) up to item four (4) and to approve the amended agenda.

Unanimously carried.

APPROVAL OF MINUTES

Motion by Susan Arlin, supported by Scott Elliott to approve the minutes of March 15, 2023, as submitted.

Unanimously carried.

ELECTION OF OFFICERS

Motion by Scott Elliott, supported by Fritz Beiermeister to approve the election of officers by slate vote

Fritz Beiermeister and Mark Brucki re-elected T.R. Carr as Chairman.

T.R. Carr and Scott Elliott re-elected Lewis Cantor as Vice Chairman

Susan Arlin and Fritz Beiermeister re-elected Scott Elliott as Secretary.

T.R. Carr and Eunice Jeffries elected Susan Arlin as Treasurer.

Unanimously carried.

CHAIRMAN'S REPORT

Chairman T.R. Carr shared with the board that there is an interested company called Comprehensive GI Solutions looking to occupy the incubator space by June. The company will be able to use the space under a license agreement with the City until The Hatchery can oversee operations.

There was also a brief conversation on a job posting for the Operations Manager being posted online. Susan Arlin suggested that interviews for the position to be conducted sooner rather than later.

T.R. Carr made the recommendation that the EDC ask the City for a budget of \$2,500 to work with in order to make arrangements for The Hatchery, such as joining the Greater Farmington Area Chamber of Commerce, and other upcoming expenses. A subcommittee to review and interview applications for the position was created and consisted of Eunice Jeffries, Mark Brucki, and Ken Massey. Gary Mekjian, Joe Valentine, and Cristia Brockway also confirmed that they will investigate the topic of allocating funds. Eunice Jeffries also suggested the City be strategic in selecting a bank that can provide assistance to The Hatchery once it is completely set up.

Eunice Jeffries also asked if the EDC is still responsible for submitting an annual report to City Council and when, to which Cristia Brockway, Economic Development Director confirmed that the EDC is still responsible for doing this once a year. Dr. Ken Massey described the usual procedures on how Boards and Commissions would present their annual reports to Council.

It was agreed upon the board that an informal update on the incubator be presented in front of Council in June. A formal report would be given at the end of the year in November during the adoption of the Small Business Proclamation.

REPORT/UPDATES FROM

1. City Management
 - a. None
2. Economic Development Director
 - a. None.
3. Council Liaison
 - a. None.

BUSINESS

1. New Business
 - a. Cristia Brockway, Economic Development Director, reported the major economic development topics that have been present among businesses, property owners, and other key stakeholders throughout the City of Farmington Hills. She described how the EDC could help promote assets within the City and to participate in her regular retention visits. Zoning was also mentioned as something the board should begin to think about as more businesses are looking for flexibility on their projects if the parcel does not conform to their desired use. As a result of some difficult zoning areas within the City, she described some market gaps that currently exist such as the lack of nightlife, general social gathering spaces, and a number of restaurant styles. Mrs. Brockway described that she plans to utilize the members of the EDC in

more business conversations and use the skillsets of each board member to make an impactful impression on those looking to move and expand within the City.

COMMITTEE REPORTS

Susan Arlin shared that the Greater Farmington Area Chamber of Commerce is partnering with Farmington Hills Business, Centric Place, to invite BIPOC small businesses to the Greater Farmington Area and help them by providing the opportunity for a chamber membership, Centric Place's Operation School program, tech hub, and business consultants. The City's Economic Development Director would also be able to provide information on available building locations throughout Farmington Hills for businesses involved in the program. This effort would also be accompanied by applying for small business grants supplied by the Michigan Economic Development Corporation.

BOARD MEMBER COMMENTS

None.

PUBLIC COMMENTS

None.

ADJOURNMENT

The meeting was adjourned by Chairman T.R. Carr at 9:04 a.m.

Minutes Drafted by Cristia Brockway, Economic Development Director