

**MEETING MINUTES
ECONOMIC DEVELOPMENT CORPORATION
JANUARY 18, 2023
CITY OF FARMINGTON HILLS
COMMUNITY ROOM
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN**

CALLED TO ORDER BY CHAIRMAN T.R. CARR AT 8:06 A.M.

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

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

EXCUSED: SAM SLAUGHTER, EUNICE JEFFRIES, MARK ZACHOS, LEWIS CANTOR

APPROVAL OF AGENDA

Motion by Fritz Beiermeister, supported by Scott Elliott to approve the agenda as submitted. Unanimously carried.

APPROVAL OF MINUTES

Motion by Susan Arlin, supported by Scott Elliott to approve the minutes of December 21, 2022 as submitted.

Unanimously carried.

CHAIRMAN'S REPORT

Chairman T.R. Carr expressed his thoughts on the Special Services report regarding The Hawk and the third floor operations relative to The Innovation Center.

REPORT/UPDATES FROM

1. City Management
 - a. Gary Mekjian, City Manager, discussed with the members that the valuation provided to Council relative to the third floor of The Hawk and Sports Facilities assessment is not a final report. He also described the ongoing subject matters that the City Administration is considering the needs of the Costick Center, Special Services budget, community needs, and requests made by the Economic Development Corporation. Some programs of the Special Services Department need to be assessed, a possible mileage increase has been discussed, but the plan to have The Incubator located on the third floor of The Hawk next to the already existing services has remained.

- b. Mark Brucki and T.R. Carr discussed their concerns on the space committed for The Incubator as well as the timeline to open on the third floor of The Hawk.
 - c. Dr. Ken Massey, Council Liaison, and Joe Valentine, Assistant City Manager, pointed out that there has been a selected space for The Incubator to begin initial operations. However, there are some infrastructure-related inspections needing to be done to assure the space is operable. There may or may not be significant construction needs.
 - d. Susan Arlin commented that the focus should be on how we are to manage the designated space that was promised to people who have applied for grants with The Hawk as their location.
 - e. Members of the EDC communicated the needed square footage of The Incubator space as well as potential future square footage set aside for expansion needs. Lab space designated to the incubator was included in the Sports Facilities report displayed before Council in January 2023.
 - f. Cristia Brockway, Economic Development Director displayed the incubator square footage space proposal and layout for the third floor of The Hawk on the screen. She also discussed that the EDC could take time to outline the operational management side of the 501(c)3 effort. She highlighted the importance of having a plan to run the space prior to tenants occupying the area.
 - g. Mr. Mekjian explained during the meeting that City Council has decisions to make on the third floor of The Hawk and Costick Center based on the financial needs of the Special Services Department. These decisions may be made within the next 30 to 60 days. Funds allocated to the City from the State and renovations on the third floor are expected to take time.
 - h. Dr. Ken Massey, City Council Liaison, and Mr. Mekjian went over the number of people interested in the space that submitted grant applications using The Hawk as their business location. Funding for these grantees may be some time in March, 2023.
 - i. Chairman T.R. Carr requested a report be made by the City Staff to describe what needs to be worked out for The Incubator space to move forward.
- 2. Economic Development Director
 - a. None.
 - 3. Council Liaison
 - a. None.

BUSINESS

None.

COMMITTEE REPORTS

None.

BOARD MEMBER COMMENTS

Fritz Beiermeister, Joe Valentine, and Cristia Brockway discussed the Master Plan update and the benefits it will hold for the City of Farmington Hills. Mr. Valentine described the phases of the project and which phase the EDC may listen in on to follow the direction in which the update is heading.

A request was made by the board to have the City’s Planning Director give an overview of phases within the Master Plan update.

PUBLIC COMMENTS

None.

ADJOURNMENT

The meeting was adjourned by Chairman T.R. Carr at 9:20 a.m.

Minutes Drafted by Cristia Brockway, Economic Development Director