

**MEETING MINUTES
ECONOMIC DEVELOPMENT CORPORATION
JUNE 15, 2022
CITY OF FARMINGTON HILLS
COUNCIL CHAMBERS
31555 W ELEVEN MILE ROAD
FARMINGTON HILLS, MICHIGAN**

CALLED TO ORDER BY CHAIRMAN T.R. CARR AT 8:04 A.M.

MEMBERS PRESENT: T. R. CARR, LEWIS CANTOR, EUNICE JEFFIRES, DR. KEN MASSEY, SUSAN ARLIN, SCOTT ELLIOTT, FRITZ BEIERMENSTER

ALSO PRESENT: Joe Valentine, Assistant City Manager; Diane Holcomb, Resident; Samantha Seimer, AKT Peerless

EXCUSED: CRISTIA BROCKWAY, DIRECTOR OF ECONOMIC DEVELOPMENT, MARK BRUCKI, SAM SLAUGHTER, MARK ZACHOS

APPROVAL OF AGENDA

Motion by Lew Cantor, supported by Fritz Beiermeister to approve the agenda as submitted. Unanimously carried.

APPROVAL OF MINUTES

Motion by Scott Elliott supported by Lew Cantor to approve the minutes of May 18, 2022, as submitted.

Unanimously carried.

CHAIRMAN'S REPORT

Chairman T. R. Carr discussed support for the Innovation Center that was approved via resolution of support at City Council on Monday, June 13. He noted that there will be a budget allocation for the innovation center available on July 1

Next steps pertaining to the Innovation Center including scheduling meetings with potential partners, other local area Economic Development Corporations and the State of Michigan.

Chairman T. R. Carr also mentioned a meeting with City Administration about upcoming Master Plan Update.

REPORT/UPDATES FROM

1. City Management
 - a. Joe Valentine reported that Economic Development Director Tia had a baby girl, Abby, who was born on June 7.

- b. The Master Plan process is beginning for the City of Farmington Hills. The next study session is June 16 between City Council and the Planning Commission. Preliminary discussions will surround the framework of the Plan. Additionally, there is a subcommittee of the Planning Commission responsible for the Master Plan. Joe Valentine notes that there will be further opportunities for engagement from residents, boards and commissions throughout the entirety of the process. The Master Plan process will take approximately eighteen (18) months to complete. This document will be the land use plan for the next 20 years and has not been updated fully in the decade. Currently, the Plan is in the data collection phase, where the consultants are tasked with updating data and demographics pertinent to the document and required per statute. The comprehensive Plan will have additional subcomponent studies throughout including a non-motorized plan. Ultimately, the Plan resides with the Planning commission. Stakeholders involved in the process are driven by statute and must include surrounding communities, civic groups, public at large, neighborhood associations. There will be many opportunities for the EDC Board of Directors to be involved in its capacity as a Board and Commission of the City, as well as individual residents. Lew Cantor asked if the EDC could receive a copy of meeting minutes for the Master Plan update meetings.

2. Council Liaison

- a. Dr. Ken Massey stated that he is on the Planning Commission Subcommittee for the Master Plan Update. Currently, the group is evaluating large, broad areas in which they should focus their efforts. He reiterated that this is a full update of the Master Plan, essentially starting from the beginning. Chairman T. R. Carr asked if there is a guideline as to how the process will unfold so people can participate and provide input where they are best served. It was stated that once the path is identified that information pertaining to the Master Plan update will be made public. By law, the Master Plan has to be reviewed every five years. Eunice Jeffries commented about the eagerness of the community to be involved in such a process and the optimism of the approach to the update. Dr. Ken Massey stated that although Farmington Hills is primarily built-out, there are unique ways in which the community can shape its future and how people interact with the city, its amenities, infrastructure, and how to adapt and reuse land to its highest and best use.
- b. Dr. Ken Massey informed the EDC that the one-year celebration of The Hawk will take place Thursday, June 17 from 4:00 – 8:00 PM with the ceremony at 6:00 PM
- c. The 2022 – 2023 Farmington Hills Budget was passed by City Council with a balanced budget of \$73.4 million.
- d. Dr. Ken Massey stated that he and Chairman T. R. Carr are currently part of the Citizens Police Academy. He discussed some of the activities they have been involved in and noted the goal of the program is to create strong advocates within the community and supporting the Police Department. The next academy begins in September.

COMMITTEE REPORTS

Innovation Center Update – Chairman T. R. Carr informed the EDC that on Monday, June 13, City Council passed the Resolution that the EDC recommended at its May 18 meeting. He added that an individual representing a company in California has reached out to discuss being a potential tenant at the new facility. Joe Valentine stated that the due diligence for the Innovation Center is complete, now the EDC must focus on outreach and setting the business structure. The outreach should be focused on organizations that can assist in additional funding as well as facilitate contact with potential tenants. There needs to be an organized pitch around the innovation center and marketing materials. Lew Cantor stated that he has worked on a preliminary marketing outline and flyer with help from City Administration. Lew Cantor recommended putting together a small group that can design concepts to be presented to the full EDC Board. Susan Arlin added that it is an important first step to pitch to foundations and organizations that can assist in funding the Innovation Center. Outreach to institutions seeking partnership in education, and healthcare to help provide for and substantiate the structure, then the marketing may turn towards tenant considerations. Joe Valentine restated that the EDC is now charged with developing the full business plan and proof of viability with partners and structure to then bring back to City Council. Susan Arlin restated that marketing should first be targeted to potential partnerships and sponsors, then the second phase of marketing materials is for potential tenants. Eunice Jeffries, inquired about naming rights opportunities for the innovation center. City Administration noted that naming rights would be a future consideration for the space.

Joe Valentine stated that architects are currently contracted to evaluate the third floor of The Hawk. They are contracted to do a structural and mechanical evaluation of the space, not specific to any future intended use, rather than a benchmark of existing structures. Noting that tenant build out requirements pertaining to the Innovation Center remain unknown to this point. Fritz Beiermeister believed that the potential laboratory space should be included as part of the study. The tenant buildout differential was restated by Scott Elliott. Chairman T. R. Carr stated that Council needs a baseline as to existing structure prior to any further architectural considerations based on usage of the third floor. Lew Cantor added that the space on the third floor needs basic systems, and the upgrades required will need to be understood from a monetary aspect. He added that it would be ideal to set up the entirety of the space as a BSL1 with flexibility moving forward. Joe Valentine reiterated that the architectural baseline would give an understanding of the deficiencies and ultimately provide the framework for upgrades required. At the point where upgrades are being considered there may be a better understanding of identified tenants for the space and that can be considered with future architectural plans. Fritz Beiermeister inquired about shipping and receiving considerations within this study. Joe Valentine stated that future shipping and receiving areas are not part of the current, ongoing study, which is mechanical and electrical focused only.

Two motions were provided based on discussions during Committee Reports pertaining to the subcommittee and July EDC meeting:

Motion by Lew Cantor, supported by Fritz Beiermeister to create a subcommittee of the EDC specific to the Innovation Center consisting of EDC Board Members; Chairman T. R. Carr, Lew Cantor, and Susan Arlin.

Unanimously carried.

Motion by Lew Cantor, supported by Susan Arlin to cancel the July 20, 2022, EDC Meeting, and determine a meeting of the Innovation Center Subcommittee for a to be determined date in July.

Unanimously carried.

BOARD MEMBER COMMENTS

None.

PUBLIC COMMENTS

None.

APPROVAL FOR ADJOURNMENT

Motion by Susan Arlin supported by Scott Elliott to adjourn the meeting at 9:04 a.m.

Unanimously carried.

Minutes Drafted by Samantha Seimer, AKT Peerless