

**AGENDA**  
**Economic Development Committee**  
**Thursday, May 4, 2023**  
**7:00 p.m. – Darien City Hall**

- 1. Call to Order**
- 2. Public Comment**
- 3. Approval of Minutes – March 2, 2023**
- 4. New Business**
  - a) Monthly Update – Business Liaison & Recruitment Coordinator**
  - b) New Topic Ideas & Initiatives – EDC Duties/Tasks (PAGE 4)**
- 5. Old Business**
  - a) Monthly Update – Concept Plans & Key Areas Discussion**
- 6. Staff Updates & EDC Member Updates**
- 7. Next Scheduled Meeting – June 1, 2023**
- 8. Adjournment**

**City of Darien**  
**Minutes Economic Development Committee**  
**Thursday, March 2, 2023**

**1. Call to Order**

The meeting was called to order at 7:03PM. Committee members present were Jonathan Christ, Lou Mallers, Tom Papais, and Bob Taft. Also present was Mayor Joe Marchese, Alderperson Mary Sullivan, and City Planner Jordan Yanke.

**2. Public Comment**

None.

**3. Approval of Minutes – February 2, 2023**

Minutes were approved by unanimous consent.

**4. EDC Member Updates/New Topic Proposals**

Chairperson Papais gave update on recent Chamber of Commerce discussions at the City Council level. Committee was informed that the City Council approved a motion that results in all Darien businesses being provided a membership (no cost) to the Chamber for one year.

**5. New Business**

**a) Monthly Update – Business Liaison & Recruitment Coordinator**

Committee member Mallers spoke on role as Business Liaison and Recruitment Coordinator. Mallers reminded the Committee of the position’s tasks and duties, including business outreach, recruitment, and retention. Mallers provided update on progress made through the first couple of months. Committee reaffirmed their support of the position and excitement over what can be accomplished moving forward.

**6. Old Business**

**a) Monthly Update – Concept Plans & Key Areas Discussion**

City Planner Jordan Yanke mentioned this agenda item will appear as a monthly update going forward. Brief updates were given pertaining to current or upcoming internal discussions staff will have with PineTree Management

(Chestnut Court), Mid-America (Darien Towne Centre), and other owners that have property that has been looked at for development opportunities in the past. Committee discussion ensued and mainly focused on revitalizing existing shopping centers by filling vacancies and potentially redevelopment if an opportunity arises.

**7. Staff Updates**

City Planner Jordan Yanke mentioned that High Haven dispensary would be opening in the Darien Plaza off Cass Avenue. Committee was informed that Harmi Sushi would be having a soft opening and ultimately grand opening in Brookhaven Shopping Center.

**8. Next Scheduled Meeting**

The next meeting is scheduled for Thursday, April 6, 2023.

**9. Adjournment**

Meeting was adjourned at 8:45PM.

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**APPROVED:** \_\_\_\_\_  
**CHAIRPERSON**

**AGENDA MEMO**  
**ECONOMIC DEVELOPMENT COMMITTEE**  
**MAY 4, 2023**

In June 2022, the Economic Development Committee held a preliminary discussion on future efforts and the need to refocus around an organized framework and strategy. The framework and strategy is for City staff and EDC members to understand roles and what working tasks should be assigned month-to-month. This memo provides an overview of the Committee's Mission Statement and related objectives, in addition to recommended points for the EDC to consider at its May meeting as part of a follow up discussion.

**EDC Mission Statement**

The City of Darien is dedicated to help create opportunities for economic development through desirable business growth, expansion, retention and attraction in working as partners to develop a climate conducive in maintaining the quality of life in the City of Darien. We are dedicated to creating a more vibrant and cultivated community by:

- *Serving as a conduit between the commercial economic interests in Darien, including property managers, local business managers, government agencies, and national corporate leaders.*
- *Encouraging the economic well-being, retention, and expansion of the existing commercial businesses located within Darien.*
- *Engaging community residents to participate in the process of attracting, developing and supporting business in Darien.*
- *Supporting the local Chamber of Commerce to facilitate communication and cooperation for local businesses.*
- *Responsibly assisting in developing properties within the City of Darien in an effort to both improve the aesthetics of the City and provide additional revenue.*
- *Properly reviewing City ordinances, policies, and practices to determine their impact on existing and proposed commercial businesses.*

**Duties and Tasks for the EDC (For Discussion at Meeting)**

Per the above Mission Statement and ordinance adopted at the time of the Committee's inception, the following are points for consideration at the May meeting. These points are a baseline for staff and the Committee to develop a working strategy in terms of assigning roles and tasks moving forward. Note that they are not a catch-all, so the Committee can expound on them if needed.

- 1) Recommend to the City Council those actions and programs that will serve to carry out the purpose of the committee.
- 2) Provide an annual update to the City Council on the activities of the committee.
- 3) Serve as focal point for businesses to approach and discuss issues that affect them.
- 4) Participate in the Business Visitation Program and evaluate findings of program progress.
- 5) Prepare appropriate economic developmental promotional materials.
- 6) Target specific companies or industries for business attraction efforts.
- 7) Identify economic incentives that may be offered to businesses.
- 8) Perform such other duties as the Mayor and/or Alderpersons may direct.