



## AGENDA - DOWNTOWN DEVELOPMENT AUTHORITY

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DATE: June 7, 2022      7:00pm      City Council Chambers

- I. Call to Order – Informational Meeting
- II. Roll Call
- III. Informational Meeting of the D.D.A.
  - i. Public Comment
  - ii. Overview of Annual Activities
  - iii. Adjournment of Informational Meeting
- IV. Call to Order – Regular Meeting
- V. Approval of May 3, 2022 Minutes
- VI. Public Comment Agenda Items
- VII. Unfinished Business
- VIII. New Business
  - i. Civic Campus RFP Discussion
- IX. Public Comment Non-Agenda Items
- X. Adjournment

**Public Comment:** Public Comments are limited to three minutes.

**Live Stream:** The meeting will be livestreamed to the Official City of Grosse Pointe Park YouTube Channel.



## AGENDA - DOWNTOWN DEVELOPMENT AUTHORITY

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DATE: June 7, 2022 7:00pm City Council Chambers

**TITLE:** DDA Informational Recap

**SUMMARY:** Recap since December 8th 2021 Informational Meeting to Present

- Adoption of FY2022-2023 Budget
- City Master Plan Expected Adoption June 2022
- DDA Business Improvement Grant
- Various Shrubs Removed on Jefferson Traffic Islands Improving Sight Lines and Turning
- Public Safety Hiring Additional Crossing Guards
- Rain Garden Discussion, Grant Submitted to SEMCOG for City Hall

**FINANCIAL IMPACT:** None

**RECOMMENDATION:** Review Informational Recap

**PREPARED BY/TITLE:** Nick Sizeland DDA Director

**DOWNTOWN DEVELOPMENT AUTHORITY  
OF THE CITY OF GROSSE POINTE PARK  
REGULAR MEETING  
May 3, 2022; 7:00 pm**

**CALL TO ORDER**

A regular meeting of the Grosse Pointe Park Downtown Development Authority (“DDA”) was called to order by Director Sizeland.

**ROLL CALL**

Present: Board Members Corbin, Horne, Kilgus, Ochab, Turnbull; Chairman Wixson; and Mayor Hodges.

Also Present: Nick Sizeland, DDA Director/City Manager; Erica Shell, City Attorney; and Courtney Delmege, Deputy Clerk.

Excused: Board Members Assaf and Farhat.

**PUBLIC COMMENT – AGENDA ITEMS**

Two public comments were made.

**ADOPTION OF MARCH 1<sup>ST</sup> MEETING MINUTES**

Director Sizeland presented the minutes from the March 1<sup>st</sup> meeting for approval.

Motion by Mayor Hodges, seconded by Board Member Ochab, to approve the March 1<sup>st</sup> meeting minutes.

AYES: Board Members Corbin, Horne, Kilgus, Ochab, Turnbull, and Chair Wixson; and Mayor Hodges.

NAYS: None

Excused: Board Members Assaf and Farhat.

**UNFINISHED BUSINESS**

No unfinished business was presented.

**NEW BUSINESS:**

**2022-2023 BUDGET DISCUSSION AND APPROVAL**

Director Sizeland presented the following: In Fiscal Year 2023 the DDA will capture \$116,637 in property taxes. This is the sole source of revenue for the fiscal year. Expenditures will consist of the following:

- Green Infrastructure: \$10,000 is budgeted for installing a rain garden, or similar infrastructure, at the Civic Campus.
- Professional Services: \$15,000 has been set aside for various professional services used by

the DDA. These services could include legal, engineering, and planning.

- Landscape/Maintenance: \$28,000 is budgeted for fund various landscape activities, such as maintenance of the islands on Jefferson Avenue.
- Civic Campus Parking Lot: \$45,000 is set aside as a contribution to the future parking lot next to the Library and City Hall.
- DDA Director: \$10,300 is budgeted for wages associated with administering the functions of the DDA.
- Wayfinding/Entrance Signage: \$8,000 is budgeted for signage at the City's southwest entrance on Jefferson Avenue.

Motion by Board Member Corbin, seconded by Board Member Kilgus to approve the 2022-2023 budget as presented.

AYES: Board Members Corbin, Horne, Kilgus, Ochab, Turnbull, and Chair Wixson; and Mayor Hodges.

NAYS: None

Excused: Board Members Assaf and Farhat.

#### **PUBLIC COMMENT NON-AGENDA ITEMS**

One public comment was made.

#### **ADJOURNMENT**

Motion by Board Member Corbin, seconded by Board Member Ochab, to adjourn the meeting.

AYES: Board Members Corbin, Horne, Kilgus, Ochab, Turnbull, and Chair Wixson; and Mayor Hodges.

NAYS: None

Excused: Board Members Assaf and Farhat.

With no further business, the meeting adjourned at 7:21 pm.



## AGENDA - DOWNTOWN DEVELOPMENT AUTHORITY

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DATE: June 7, 2022 7:00pm City Council Chambers

**TITLE:** Civic Campus Discussion

**SUMMARY:** As part of an Overall Review of the City Hall, Public Safety, Library, Future Parking Lot and with the expected adoption of the City Master Plan the DDA could explore the opportunity on a conceptual design of what the Civic Area of the DDA could look like in the next few years. This would include using our new City Master Plan, Parking Study, Business Input, Beautification Input, DDA Members and Residents to provide thoughts of the Civic Area. The intent would be to envision a cohesive flow when entering the Civic Area of the DDA including walkability, beautification and parking.

**FINANCIAL IMPACT:** Not to Exceed \$5,000

**RECOMMENDATION:** RFP to Architects of Civic Campus Rendering

**PREPARED BY/TITLE:** Nick Sizeland DDA Director