

AGENDA

NORTHWEST TAX INCREMENT FINANCE AUTHORITY MEETING

January 27, 2022; 7:00 PM

SPECIAL NOTICE: Although COVID-19 remains an imminent threat to the public within Wayne County, governmental meetings subject to the Open Meetings Act, 1976, PA 267, must be held with the voting members in-person due to changes in the Open Meetings Act. To minimize the continued airborne transmission of COVID-19 and maximize guidelines for meetings to allow for safe public access and participation to meetings during the rapidly changing COVID-19 environment masks will be required as part of in person attendance.

- I. Call to Order
- II. Roll Call
- III. Approval of December 7, 2021 Meeting Minutes
- IV. Public Comment Agenda Items
- V. Selection of Officers
- VI. Review of BIG and RIG Grants
- VII. Budget Preparation
- VIII. Parking Update
- IX. Public Works Building Update
- X. New/Old Business
- XI. Public Comment Non-Agenda Items
- XII. Adjournment

How to Submit Public Comment There will be two options for how to public comment for this meeting: attending the meeting in person or written comment. There will be public comment on agenda and non-agenda items at the beginning and end of the meeting. Spoken comments will be limited to three minutes. Written comments will be limited to 250 words. Written comments can be submitted directly to clerk@grossepointepark.org. Written submissions need to be 250 words or less and be submitted by 5pm on Wednesday, January 26.

Live Stream: The Official City of Grosse Pointe Park Facebook Page will be live streamed during the City Council meeting. Facebook Live comments will not be read as public comment. The meeting recording will be posted to the City of Grosse Pointe Park YouTube page.

NORTHWEST TAX INCREMENT FINANCE AUTHORITY OF
THE CITY OF GROSSE POINTE PARK
INFORMATIONAL AND SPECIAL MEETING
December 7, 2021; 7:00 pm

CALL TO ORDER – INFORMATIONAL MEETING

An informational meeting of the Grosse Pointe Park Northwest Tax Increment Finance Authority (“TIFA”) was called to order by Chairman Hughes.

ROLL CALL

Present: Board Members Cousineau, Kokoshi, Mullen, King-Piepenbrok, Ralstrom, Secord, and Tompkins, and Chairman Hughes.

Also Present: Nick Sizeland, TIFA Director and City Manager; Jake Howlett, City Attorney; and Courtney Delmege, Deputy Clerk.

Excused Absence: Board Members DePuys and Lee.

INFORMATIONAL REVIEW OF THE TIFA ACTIVITIES

Director Sizeland provided the following summary of activities undertaken by the TIFA since June 8th, 2021 to present:

Social District

- New businesses in the Social District include Howlers and Growlers bringing a total of 9 participating businesses

Events in TIFA District

- June 12th Summer Boogie on Charlevoix, June 26th After 6 on Kercheval Cancelled due to Storm Event, July 10th Tom Petty Tribute Band on Charlevoix, July 24th After 6 on Kercheval, August 28th After 6 on Kercheval, September 18th Saturday Night Throwback on Charlevoix, Winter Social on Kercheval November 27th

New Department of Public Works Building

- Construction commenced on October 27th, expected completion June 2022

Parking Study - MKSK

- Completed by MKSK reviewing meters, pay rates, additional parking considerations, etc.

Alley Clean Up

- Backer Landscaping completed clean-up of overgrown shrubs and trees overhanging in the alleys

Residential Street Lights

- Homes received improvements to lamp post in front of home

TIFA Tree Trimming

- City Forester completed TIFA Tree trimming in Residential and Business District of TIFA

Business Improvement Grant and Residential Improvement Grants

- TIFA Board approved of Grants for business facade, signage, landscaping improvements, etc. Residential Improvement Grant for parking pad or demolition of unsafe garages.

Trolley

- Business Association operating K Line Trolleys

Grosse Pointe Park Business Association Established

- Representation of entire business community for Grosse Pointe Park

PUBLIC COMMENT

Director Sizeland stated that no written comments were received.

No verbal public comments were made.

ADJOURNMENT OF INFORMATIONAL MEETING

Motion by Board Member Mullen, supported by Board Member King-Piepenbrok, to adjourn the informational session.

AYES: Board Members Cousineau, Kokoshi, Mullen, King-Piepenbrok, Ralstrom, Secord, and Tompkins, and Chairman Hughes.

NAYS: None

ABSENT: Board Members DePuys and Lee.

With no further business, Chairman Hughes closed the informational session at 7:07 pm.

CALL TO ORDER – SPECIAL MEETING

A special meeting of the Grosse Pointe Park Northwest Tax Increment Finance Authority (“TIFA”) was called to order by Chairman Hughes.

ROLL CALL

Present: Board Members Cousineau, Kokoshi, Mullen, King-Piepenbrok, Ralstrom, Secord, and Tompkins, and Chairman Hughes.

Also Present: Nick Sizeland, TIFA Director and City Manager; Jake Howlett, City Attorney; and Courtney Delmege, Deputy Clerk.

Excused Absence: Board Members DePuys and Lee.

APPROVAL OF OCTOBER 19TH MEETING MINUTES

Chairman Hughes presented the October 19th meeting minutes for approval.

Motion by Chairman Hughes, support by Board Member Ralstrom, to approve the October 19th meeting minutes as presented.

AYES: Board Members Cousineau, Kokoshi, Mullen, King-Piepenbrok, Ralstrom, Secord, and Tompkins, and Chairman Hughes.

NAYS: None

ABSENT: Board Members DePuys and Lee.

PUBLIC COMMENT AGENDA ITEMS

Director Sizeland read two written comments.

Six verbal public comments were made.

REVIEW OF MKSK PARKING STUDY

Director Sizeland presented the review of the MKSK parking study. MKSK, the City Master Plan consultant conducted a parking study of the TIFA District including Kercheval, Charlevoix and Mack

Ave. The consultants with volunteer assistance conducted parking counts on different days and times to measure level of impact. The study provides the City and Public Safety Department ways to consider improvement of meter options, enforcement, rates, transit options, electric vehicle charging stations, loading and flexible zones and parking policies. Study provided short- and long-term recommendations.

1166 MARYLAND DEMOLITION CONSIDERATION

Director Sizeland presented the demolition consideration for 1166 Maryland. In April of 2021 the TIFA Board requested the Director to obtain competitive bids for future consideration of demolition and abatement at the TIFA owned home of 1166 Maryland. The TIFA received three competitive bids for consideration: Den-Man Contractors- \$42,300; Blue Star- \$45,900; and Adamo \$78,000. Chairman Hughes requested the item be brought back to the TIFA Board for their review at this meeting. If approved the grounds would be turned into public parking for the business district of Kercheval. Short term recommendation identified there is an increased demand for additional public parking on Kercheval. Due to the winter season, the work could commence for demolition and future construction for public parking would have to take place in the Spring/Summer of 2022.

Motion by Chairman Hughes, supported by Board Members Cousineau and Tompkins, to awarding the low bid to Den-Man Contractors, Inc. to demolish 1166 Maryland for the purpose of turning land into public parking for the business district of Kercheval.

AYES: Board Members Cousineau, Kokoshi, Ralstrom, Secord, and Tompkins, and Chairman Hughes.

NAYS: Board Members Mullen and King-Piepenbrok.

ABSENT: Board Members DePuys and Lee.

STORMWATER PROJECT NEW PUBLIC WORKS BUILDING

Director Sizeland presented the Stormwater project for the new Public Works building. The original stormwater design for the new Department of Public Works Yard called for an ADS Chamber Detention system. After further discussion, a revised design eliminated the ADS Chamber Detention system, but replaced it with 500 if of 24" HDPE (corrugated polyethylene drainage pipe). Both of these systems were to tie into the existing combined sewer line running down the alley.

However, due to recent storm events in the region the City, architect and general contractor working with Wayne County Public Service office have revised our original design for the benefit of reducing flow and separating the alley. The revised county approval drawings with the final piping design included additional required items, including more manhole structures for \$60,152.13. The pricing for the separate dedicated storm sewer line down the alley is included for \$97,350.40.

These are storm water management upgrades for the overall system that slows down the release of stormwater into the system and separates the alley in the 1400 block of Maryland and Wayburn to Goethe.

Motion by Board Member Mullen, supported by Board Member Cousineau, to approve expenditure totaling \$78,751 split evenly between the Residential Improvement Program and Engineering Professional Services budget line items for the storm water management upgrades to the new Public Works building.

AYES: Board Members Cousineau, Kokoshi, Mullen, King-Piepenbrok, Ralstrom, Secord, and Tompkins, and Chairman Hughes.

NAYS: None

ABSENT: Board Members DePuys and Lee.

NEW/OLD BUSINESS

Director Sizeland proposed that at the next TIFA Board meeting, bringing parking meter management before the board for consideration.

PUBLIC COMMENT NON-AGENDA ITEMS

Director Sizeland stated that no written comments were received.

Two verbal public comments were made.

ADJOURNMENT

Motion by Chairman Hughes, supported by Board Member Mullen, to adjourn the meeting.

AYES: Board Members Cousineau, Kokoshi, Mullen, King-Piepenbrok, Ralstrom, Secord, and Tompkins, and Chairman Hughes.

NAYS: None

ABSENT: Board Members DePuys and Lee.

With no further business, the meeting adjourned at 8:08 pm.

DRAFT PENDING APPROVAL



TIFA Meeting
Date: January 27, 2022

TITLE: Business Improvement Grant and Residential Improvement Grant Update	DATE: January 24, 2022
<p>SUMMARY: The business improvement grant which is eligible for TIFA businesses at \$5,000 per project includes façade and signage improvements, landscaping, architectural upgrades and sanitation upgrades. Businesses must provide a 10% match.</p> <p>The residential improvement grant eligible for homes within the TIFA at \$5,000 per project includes pouring of expanded concrete parking pads off the alley and demolition of blighted garages. To be added as an eligible expense are structural rehab of garages for the program. Residents must provide a 5% match.</p>	
<p>FINANCIAL IMPACT: None, Program will be kept at \$100,000 Budgeted in Business Improvement Grant and \$75,000 in Residential Improvement Grant</p>	
<p>RECOMMENDATION: Extend Program Application through April 1st 2022</p>	
PREPARED BY: Nick Sizeland	TITLE: TIFA Director



TIFA Meeting
Date: January 27, 2022

TITLE: Budget Preparation	DATE: January 24, 2022
<p>SUMMARY: The TIFA Budget ends on June 31st and our new Fiscal Year budget for 2022-23 starts on July 1st . In order to consider priorities for the budget to be presented to the TIFA Board I will be sending out a priority list for you to consider. Please rate in High, Medium or Low Priorities and as well include your ideas for consideration as we work to develop a draft budget for your review. Priority List to be provided soon for board members.</p>	
<p>FINANCIAL IMPACT: None</p>	
<p>RECOMMENDATION: Provide Director with Priorities for the Upcoming Budget</p>	
PREPARED BY: Nick Sizeland	TITLE: TIFA Director



TIFA Meeting
Date: January 27, 2022

TITLE: Parking Update	DATE: January 24, 2022
<p>SUMMARY: Currently the 1166 Maryland TIFA home which this board approved of its demolition for increased parking is expected to be razed in the near future as asbestos material has been removed along with gas, electric and water service removed from the home.</p> <p>Currently working on potential design of TIFA Parking Lot at 1166 Maryland with current TIFA Parking lot and Private Lot fronting Lakepointe. As well looking into possibility of DTE Infrastructure to be removed and buried to add a more attractive space and awaiting costs from DTE.</p>	
FINANCIAL IMPACT: None	
RECOMMENDATION: None	
PREPARED BY: Nick Sizeland	TITLE: TIFA Director



TIFA Meeting
Date: January 27, 2022

TITLE: Public Works Building Update	DATE: January 24, 2022
SUMMARY: The Grosse Pointe Park City Council at its January meeting approved of the lease for the building from the TIFA. Currently the steel for the building is expected to be delivered by the end of this month and the alley separation project is slated to start the end of February or early March. Barring unforeseen circumstances, the expected completion of the building will be in June.	
FINANCIAL IMPACT: None	
RECOMMENDATION: Review Information	
PREPARED BY: Nick Sizeland	TITLE: TIFA Director