



AGENDA - TAX INCREMENT FINANCE AUTHORITY

DATE: May 5, 2022 7:00pm City Council Chambers

- I. Call to Order
- II. Roll Call
- III. Approval of January 27, 2022 Minutes
- IV. Public Comment Agenda Items
- V. Unfinished Business
- VI. New Business
 - a. 2022-2023 Budget Discussion and Approval
 - b. New TIFA Director
- VII. Public Comment Non-Agenda Items
- VIII. Adjournment

Public Comment: There will be two available times to speak public comment for this meeting: agenda and non-agenda items at the beginning and end of the meeting. Public Comments are limited to three minutes.

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
REGULAR MEETING
JANUARY 27, 2022; 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, Lee, King-Piepenbrok, Secord, Chamberlain, and Anton, and Chairman Hughes.

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

Excused Absence: Board Members Kokoshi, Mullen, Ralstrom, and Tompkins.

APPROVAL OF DECEMBER 7TH MEETING MINUTES

Chairman Hughes presented the December 7th meeting minutes for approval.

Motion by Board Member Cousineau, support by Board Member Secord, to approve the December 7th meeting minutes as presented.

AYES: Board Members Cousineau, Lee, King-Piepenbrok, Secord, Chamberlain, and Anton, and Chairman Hughes.

NAYS: None

ABSENT: Board Members Kokoshi, Mullen, Ralstrom, and Tompkins.

PUBLIC COMMENT AGENDA ITEMS

Director Sizeland read one written comment.

No verbal public comments were made.

SELECTION OF OFFICERS

Motion by Board Member Cousineau, support by Board Member Lee, to reappoint Chairman Hughes.

Motion by Board Member Cousineau, support by Board Member Lee, to appoint Board Member Ralstrom to Vice Chair.

AYES: Board Members Cousineau, Lee, King-Piepenbrok, Secord, Chamberlain, and Anton, and Chairman Hughes.

NAYS: None

ABSENT: Board Members Kokoshi, Mullen, Ralstrom, and Tompkins.

BUSINESS IMPROVEMENT GRANT AND RESIDENTIAL IMPROVEMENT GRANT UPDATE

Director Sizeland provided an update for the Business Improvement Grant and Residential Improvement Grant programs. 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.

The residential improvement grant which is 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.

BUDGET PREPARATION

Director Sizeland stated the current fiscal year TIFA budget closes on June 31st and the new fiscal year budget for 2022-23 will take effect July 1st. In order to consider priorities for the budget to be presented to the TIFA Board, a priority list will be sent out for consideration. Items are to be rated in high, medium or low priority. There will also be an area for items that are not listed for consideration to develop a draft budget for Board review. Priority List to be provided soon to board members.

PARKING UPDATE

Director Sizeland provided a parking update. Currently, 1166 Maryland as previously approved by the TIFA board to be demolished for increased parking, is expected to be begin in the near future as asbestos material has been removed along with gas, electric and water service removed from the home.

Presently 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 the possibility of DTE Infrastructure to be removed and buried to add a more attractive space and awaiting costs from DTE.

PUBLIC WORKS BUILDING UPDATE

Director Sizeland presented an update regarding the new Public Works building. 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 January 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.

NEW/OLD BUSINESS

Director Sizeland provided a quick update on the TIFA/DDA Director position. Chairman Hughes recommended an RFP for legal services for the TIFA Board.

PUBLIC COMMENT NON-AGENDA ITEMS

Director Sizeland stated that no written comments were received.

No verbal public comments were made.

ADJOURNMENT

Motion by Board Member Cousineau, supported by Board Member Lee, to adjourn the meeting.

AYES: Board Members Cousineau, Lee, King-Piepenbrok, Secord, Chamberlain, and Anton, and Chairman Hughes.

NAYS: None

ABSENT: Board Members Kokoshi, Mullen, Ralstrom, and Tompkins.

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

DRAFT PENDING APPROVAL

FY 2023 TIFA Budget Overview

Revenues

In FY 2023 the TIFA will capture \$1,108,949 in property taxes. This is the sole revenue source for the fiscal year.

Expenditures

Salaries & Fringe Benefits – \$117,425 has been budgeted for administrative staff time, including the full-time TIFA Director

Operating Supplies – Provides for various supplies used by the TIFA, \$10,000 is budgeted.

Traffic Lighting – \$41,200 is budgeted to cover DTE electricity costs for streetlights within the TIFA borders.

Legal Services and Auditor – \$35,665 is budgeted to cover costs associated with legal and auditing services used by the TIFA.

Holiday Decorations – \$21,000 is budgeted to cover wages and supply costs for installation and maintenance of holiday decorations on Kercheval, Charlevoix, and Mack.

Grant Program – \$90,000 is allocated to funds grants for residential and business improvement programs as established by the TIFA Board.

Pedestrian Lighting – \$15,000 is budgeted for repairs and maintenance for residential lights

Parking Capital Improvement – \$265,000 is allocated for various parking improvements such as lots, meters, and pay stations.

Professional Services – \$85,000 is budgeted for professional services. This could include engineering, planning, parking, and landscape maintenance/forestry activities.

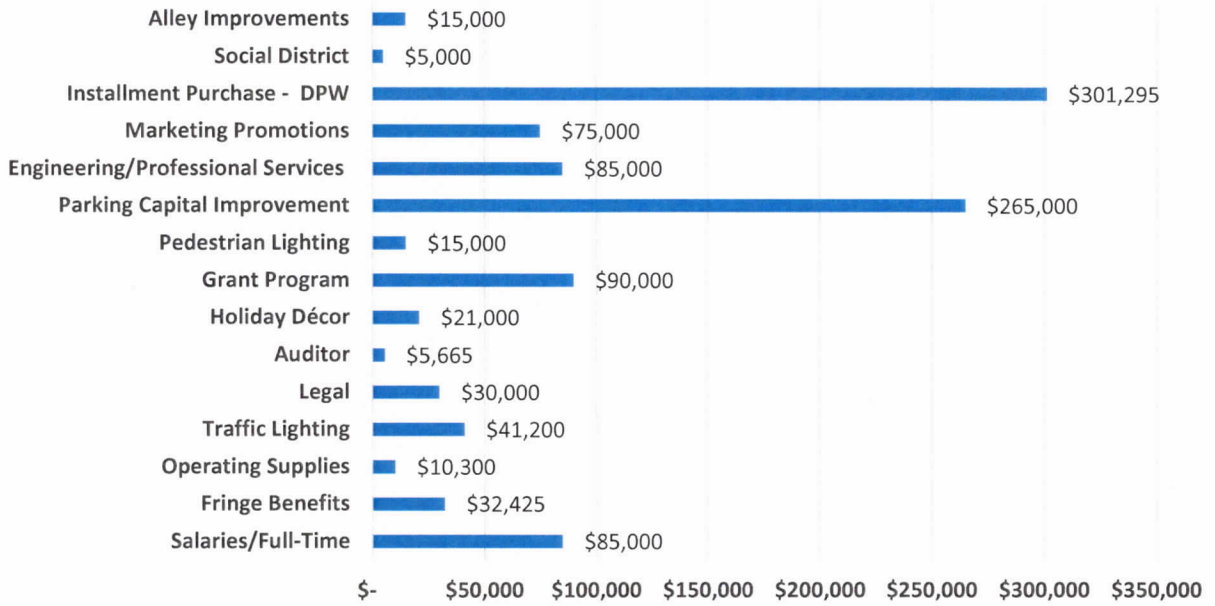
Marketing Promotions – \$75,000 is budgeted to cover costs associated with promoting and hosting several events within the TIFA District, including After 6 events.

Installment Purchase – The annual debt service on the construction of the DPW facility is \$301,295.

Social District – \$5,000 is budgeted for supplies, materials, and promotion of the social districts in the TIFA.

Alley Improvements – \$15,000 is budgeted for alley improvements. This could include sponsoring alley cleanout activities as well as small sewer separation projects.

FY 23 TIFA Expenditure Categories



TIFA Tax Capture History

