



AGENDA - Downtown Development Authority

DATE: April 18, 2023 7:00 PM City Council Chambers

- I. Call to Order
- II. Roll Call
- III. Approval of Meeting Minutes
 - I. Approval of February 28, 2023 Minutes
- IV. Public Comment (Agenda Items)
- V. Unfinished Business
- VI. New Business
 - I. DDA Proposed Budget
- VII. Public Comment (Non-Agenda Items)
- VIII. 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.

Downtown Development Authority MEETING - February 28, 2023
7:00 PM

CALL TO ORDER

The meeting was called to order by Chairman Wixson.

ROLL CALL

The following were present: Boardmembers Corbin, Horne, Kretzschmar, Ochab, Turnbull, Vice Chair Farhat, Chairman Wixson and Mayor Hodges.

Also present: Nick Sizeland, DDA Director and City Manager.

Excused Absence: Boardmembers Assaf and Kilgus.

APPROVAL OF MEETING MINUTES

Motion by Boardmember Ochab, seconded by Boardmember Corbin, to approve the December 13, 2022 minutes.

AYES: Boardmembers Corbin, Horne, Kretzschmar, Ochab, Turnbull, Vice Chair Farhat, Chairman Wixson and Mayor Hodges.

NAYS: None.

ABSENT: Boardmembers Assaf and Kilgus.

PUBLIC COMMENT (AGENDA ITEMS)

No public comments were made.

UNFINISHED BUSINESS:
SEMCOG CONCEPT DESIGN RAIN GARDEN

Southeast Michigan Council of Governments (SEMCOG) has \$900,000 available through the EPA's Great Lakes Restoration Initiative for competitive subgrants to implement green infrastructure projects in Southeast Michigan. The Grosse Pointe Park DDA applied in 2022 for funding for a design concept which at first was not funded. Money, however, was left over from the program and Grosse Pointe Park was provided with a Concept Design document funded by SEMCOG. The maximum grant is \$100,000 per project with no match required. Leveraging other funding sources is encouraged to which the DDA has budgeted \$10,000 for Green Infrastructure in its budget. The timeline for awarded applications is the spring of 2023 with projects being completed by October 2024.

NEW BUSINESS:
JIMA STUDIO CIVIC CAMPUS DISCUSSION

JIMA Studio guided the DDA and other city stakeholders through a visioning session that helped to define the following: (1) a clear goal statement for the civic campus design to serve as a metric of success (2) stronger understanding of the intended site programs, character and vibe of this new space, (3) site non-negotiables or elements that we should consider to be fixed and (4) other considerations for the site that have not yet been explored.

Jima also reviewed their project schedule and examples of other sites previously designed by JIMA Studios, also providing supplemental documents for the board and the expectations of the Grosse Pointe Park DDA to help JIMA move forward.

PUBLIC COMMENT (NON-AGENDA ITEMS)

No public comments were made.

ADJOURNMENT

Motion by Mayor Hodges, seconded by Boardmember Turnbull, to adjourn the meeting.

AYES: Boardmembers Corbin, Horne, Kretzschmar, Ochab, Turnbull, Vice Chair Farhat, Chairman Wixson and Mayor Hodges.

NAYS: None.

ABSENT: Boardmembers Assaf and Kilgus.

With no further business, the meeting adjourned at 8:04 pm.

DRAFT PENDING APPROVAL



DOWNTOWN DEVELOPMENT AUTHORITY MEETING

DATE: April 18, 2023

SUBJECT: DDA Proposed Budget

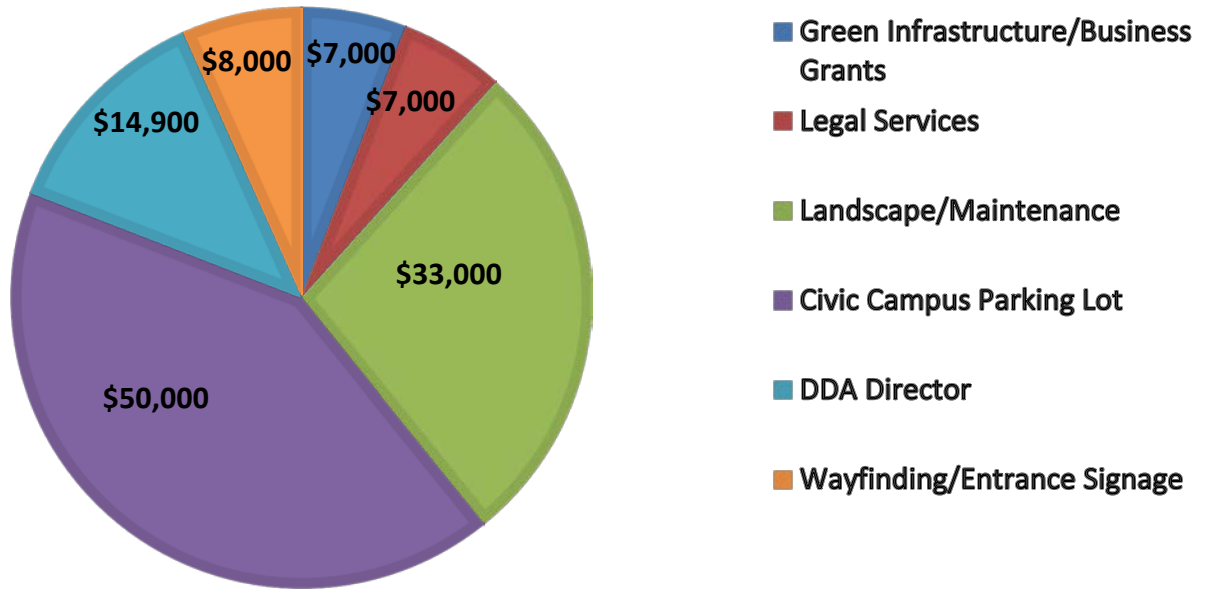
SUMMARY: The Downtown Development Authority will review the following budget as presented for discussion, possible amendments and final consideration before a board approval to send the budget to the Grosse Pointe Park City Council

FINANCIAL IMPACT: None

RECOMMENDATION: Approve DDA Budget as Proposed or with Possible Amendments

PREPARED BY: Nick Sizeland, City Manager

**PROPOSED GROSSE POINTE PARK DOWNTOWN DEVELOPMENT
AUTHORITY FY 23-24 BUDGET**



The DDA Fiscal Year proposed 2023-2024 budget will include \$119,000 from captured property taxes. A new budget item for this Fiscal Year includes Business Grant opportunities while keeping open Green Infrastructure if funds for grants are not expended in the Fiscal Year. A continuation of Legal Services with a reduction from the DDA approving McGraw Morris to act as Legal Counsel, an increase in funds for landscape/maintenance of the Jefferson boulevards and islands, a continuation to budget for the Civic Campus Parking Lot, an increase for wage and fringe of the DDA Director and continuing to budget for wayfinding/entrance signage to the District.

Fiscal Year Budget 22-23		Fiscal Year Proposed Budget 23-24	
Green Infrastructure	\$10,000	Green Infrastructure/Business Grants	\$10,000
Legal Services	\$15,000	Legal Services	\$8,000
Landscape/Maintenance	\$28,000	Landscape/Maintenance	\$34,000
Civic Campus Parking Lot	\$45,000	Civic Campus Parking Lot	\$45,000
DDA Director	\$10,300	DDA Director	\$14,900
Wayfinding/Entrance Signage	\$8,000	Wayfinding/Entrance Signage	\$8,000
Total Appropriations	\$116,300	Total Appropriations	\$119,000

