



AGENDA - Downtown Development Authority

DATE: April 16, 2024 7:00 PM City Council Chambers

- I. Call to Order
- II. Roll Call
- III. Approval of Meeting Minutes
 - I. Approval of December 12 2023 Minutes
- IV. Public Comment (Agenda Items)
- V. Unfinished Business
- VI. New Business
 - I. Budget Review Fiscal Year 2024-2025
- VII. Public Comment (Non-Agenda Items)
- VIII. Closed Session Pursuant to MCL 15.268(1)(h) to consider information exempt from discussion by state or federal law
- IX. 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 – December 12, 2023
7:00 PM

CALL TO ORDER-INFORMATIONAL MEETING

Roll Call

The following were present- Board members Wixson, Ochab, Corbin, Farhat, Hodges, Kretzschmar and Horne

Also Present: Nick Sizeland, DDA Director and City Manager; and Kevin Kilby, DDA Attorney

Excused Board members: Kilgus, Turnbull

INFORMATIONAL MEETING OF THE DDA:
PUBLIC COMMENT

The informational meeting of the DDA was open to the public for comment. No public comment.

INFORMATIONAL MEETING OF THE DDA:
OVERVIEW OF ANNUAL ACTIVITIES

DDA Director Sizeland spoke of the annual activities of the DDA including city hall landscape improvements, sails of two cities art installation, city hall parking lot resurfacing and the civic campus review

INFORMATINAL MEETING OF THE DDA ADJOURMENT:

Motion by Horne, seconded by Farhat to adjourn the informational meeting of the DDA. Ayes: All

CALL TO ORDER- REGULAR MEETING

The regular meeting of the DDA was called to Order

APPROVAL OF MAY 9th MEETING MINUTES

Motion by Hodges, Seconded by Ochab to approve the May 9th Meeting Minutes.

PUBLIC COMMENT AGENDA ITEMS

NONE

UNFINISHED BUSINESS- JIMA STUDIO CIVIC CAMPUS DESIGN RENDERING

DDA Director Sizeland reviewed the Civic Campus Design Rendering with the Board including Concept A which was recommended by the DDA, future funding opportunities and discussion regarding extension of the DDA past its expiration in 2026.

NEW BUSINESS

FAÇADE IMPROVEMENT PROGRAM

The goal of the Facade Improvement Program is to provide financial assistance to local businesses to meet economic and beautification goals throughout the DDA District. Eligible projects may include but not limited to lighting, painting and other building beautification, outside architectural enhancements including increased accessibility and signage.

Motion by Corbin, Seconded by Ochab to Establish Facade Improvement Program for the rest of Fiscal Year 23-24

2024 MEETING DATES

February 13, May 14-informational, August 13 and December 10 Informational Meetings

Motion by Farhat, Seconded by Corbin to establish 2024 calendar dates

PUBLIC COMMENT NON AGENDA

NONE

ADJOURMENT

Motion by Board member Corbin, seconded by Wixson, to adjourn the meeting Ayes: All

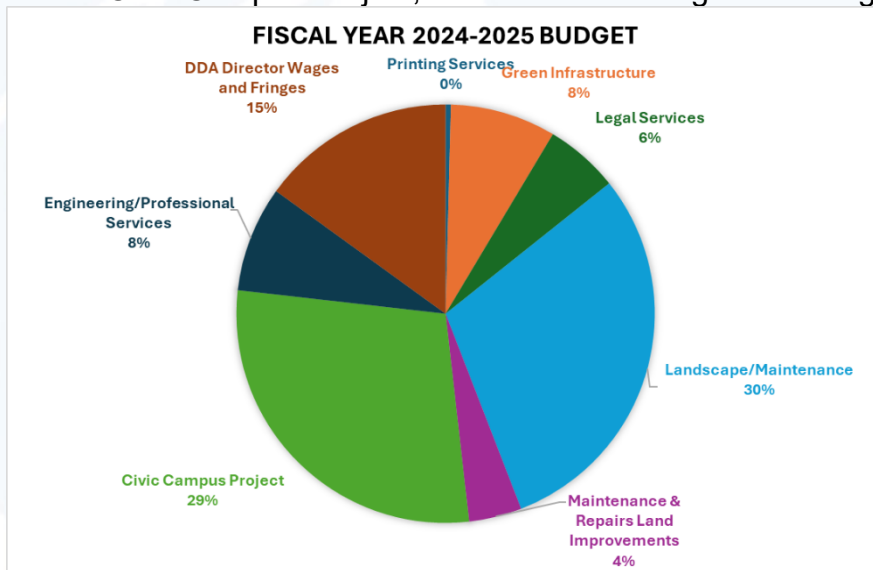


DOWNTOWN DEVELOPMENT AUTHORITY MEETING

DATE: April 16, 2024

SUBJECT: Budget Review Fiscal Year 2024-2025

SUMMARY: The DDA Fiscal Year proposed 2024-2025 budget will include approximately \$122,400 from captured property taxes. New budgeted items for this Fiscal Year include Printing Services for DDA Letterhead and Envelopes, Maintenance & Repair Land Improvements around City Hall for overhead light replacement and a breakout of Engineering and other professional services for the Civic Campus project. The DDA proposes a continuation to budget for Green Infrastructure in the Fiscal Year; DDA Legal Services with McGraw Morris to act as Legal Counsel, an inflation increase in funds for landscape/maintenance of the Jefferson boulevards and islands, a continuation to budget for the Civic Campus Project, an increase for wages and fringes of the DDA Director.



FINANCIAL IMPACT:

Fiscal Year Proposed Budget 24-25	
Printing Services	\$500
Green Infrastructure	\$10,000
Legal Services	\$7,000
Landscape/Maintenance	\$36,500

Maintenance &Repairs Land Improvements	\$5,000
Civic Campus Project	\$35,000
Engineering/Professional Services	\$10,000
DDA Director Wages and Fringes	\$18,400
Total Appropriations	\$122,400

RECOMMENDATION: Motion to 2024-2025 Fiscal Year Budget and Recommend Approval by the Grosse Pointe Park City Council

PREPARED BY: Nick Sizeland, City Manager