



AGENDA - Tax Increment Finance Authority

DATE: May 7, 2026 7:00 PM City Council Chambers

- I. Call to Order
- II. Roll Call
- III. Approval of Meeting Minutes
 - I. Approval of February 5, 2026 Minutes
- IV. Public Comment (Agenda Items)
- V. Unfinished Business
- VI. Financial Report
 - I. Revenue / Expenditure Report
- VII. New Business
 - I. Approve FY 2026/2027 Budget
 - II. Approval of OHM Construction Engineering Agreement for Charlevoix Streetscape
- VIII. Informational Updates
 - I. Redevelopment Ready Communities (RRC) Update
 - II. TIFA RIG (RESIDENTIAL IMPROVEMENT GRANT) AND CIG (COMMERCIAL IMPROVEMENT GRANT) UPDATE
- 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.



TAX INCREMENT FINANCE AUTHORITY MEETING

DATE: May 7, 2026

SUBJECT: Approval of February 5, 2026 Minutes

SUMMARY:

FINANCIAL IMPACT: N/A

RECOMMENDATION: Approve minutes with any requested corrections or changes.

PREPARED BY: Cindy Paparelli, Assistant City Manager

Tax Increment Finance Authority MEETING - February 5, 2026
7:00 PM

CALL TO ORDER

The meeting was called to order at 7:00 PM by Chairman Ralstrom

ROLL CALL

MEMBERS PRESENT: Mullen, Chamberlain, Robson, Ralstrom, King-Piepenbrok, Anton, Czerny, and Distel

MEMBERS ABSENT: Cousineau, Secord, and Tompkins

ALSO PRESENT: Nick Sizeland, City Manager and Assistant City Manager Cindy Paparelli

APPROVAL OF MEETING MINUTES

Motion by Mullen, seconded by Robson to approve December 11, 2025 Meeting Minutes
The motion passed unanimously by voice vote.

PUBLIC COMMENT

No public comments were made.

UNFINISHED BUSINESS

No public comments were made.

NEW BUSINESS

NEW BUSINESS:
CHARLEVOIX STREETScape UPDATE

An update on the Charlevoix Streetscape project was given by City Manager Sizeland.

NEW BUSINESS:
INTERGOVERNMENTAL CONTRACT: CITY OF GROSSE POINTE PARK AND TIFA

Motion by Robson supported by Czerny to appoint the Chair and Vice Chair to the contract review committee as described within the agreement.

Motion by Mullen, seconded by Anton to remove the sentence that provides for the specific salary amount for the TIFA Director and refer to annual budget instead. Request

legal counsel to craft appropriate language for reconsideration and approval. The motion passed unanimously by voice vote.

DIRECTOR / BOARD MEMBER COMMENTS

Chairperson Rolstrom and City Manager Sizeland explained upcoming budget planning and the process of updating the uniform chart of accounts to coincide with the State Treasury guidelines.

TIFA Grants are going well and there is still funding available for FY2026.

Discussions will be held at a future TIFA meeting to create a vision for the recently acquired property on Lakepointe.

City Manager Sizeland requested a motion to approve the revised meeting schedule that had previously been approved via email poll. Motion by Anton supported by Robson to confirm the 2026 TIFA meeting dates: February 5, May 7, August 13, November 5, 2026. The motion passed unanimously by voice vote.

Member Mullen questioned if the board needs to reappoint positions of Chair and Vice Chair annually. The bylaws are silent to the time this is to occur.

ADJOURNMENT

Member Chamberlain, seconded by Distel moved to adjourn the meeting at 7:28pm. The motion carried unanimously by voice vote.

PERIOD ENDING 01/31/2026

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	AVAILABLE	% BDGT	PREV YEAR	PREV YEAR END
		AMENDED BUDGET	01/31/2026	BALANCE	USED	% BDGT USED	AVAILABLE BALANCE
Fund 247 - TAX INCREMENT FINANCE AUTHORITY							
Revenues							
Dept 000 - Non Departmental							
247-000-404.000	Captured Property Taxes	1,404,600.00	1,291,914.18	112,685.82	91.98	98.92	(5.75)
247-000-445.000	Penalties & Interest on Taxes	900.00	652.10	247.90	72.46	55.38	123.39
247-000-665.000	Interest Income	55,000.00	39,326.28	15,673.72	71.50	128.97	(1,987.86)
247-000-673.000	Gain/Loss on Sale of Fixed Asse:	0.00	0.00	0.00	0.00	0.00	0.00
247-000-674.882	Contributions & Donations- Kercl	0.00	3,000.00	(3,000.00)	100.00	100.00	(3,835.00)
247-000-674.883	Contributions & Donations- Char:	0.00	0.00	0.00	0.00	100.00	(60.00)
247-000-676.100	Reimbursements - Other	0.00	0.00	0.00	0.00	0.00	0.00
247-000-679.000	Insufficient Funds Fee Revenue	0.00	0.00	0.00	0.00	0.00	0.00
247-000-688.000	Miscellaneous Revenue/Income	0.00	0.00	0.00	0.00	0.00	(28,842.00)
247-000-692.000	Sale of Capital Asset - Land Pro	0.00	0.00	0.00	0.00	0.00	3,420.00
247-000-699.101	Interfund Transfer In - General	0.00	0.00	0.00	0.00	0.00	0.00
247-000-699.307	Interfund transfer In - Bond	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - Non Departmental		1,460,500.00	1,334,892.56	125,607.44	91.40	102.20	(31,187.22)
Dept 730 - Project Development							
247-730-682.000	Gain/Loss on Sale of Capital As:	0.00	0.00	0.00	0.00	0.00	259,548.00
Total Dept 730 - Project Development		0.00	0.00	0.00	0.00	0.00	259,548.00
TOTAL REVENUES		1,460,500.00	1,334,892.56	125,607.44	91.40	102.20	228,360.78
Expenditures							
Dept 730 - Project Development							
247-730-703.000	Intergovernmental Services	69,700.00	40,658.31	29,041.69	58.33	100.00	2,291.67
247-730-728.100	Communication - Postage & Mail	500.00	6.66	493.34	1.33	100.00	301.97
247-730-740.000	Operating Supplies & Tools	28,000.00	14,599.99	13,400.01	52.14	174.41	(7,042.59)
247-730-802.000	Professional - Legal Services	20,000.00	14,189.50	5,810.50	70.95	42.58	(3,750.90)
247-730-810.000	Professional & Contractual Serv:	6,300.00	3,326.38	2,973.62	52.80	1,195.37	23.15
247-730-815.000	Professional - Engineering Serv:	10,000.00	0.00	10,000.00	0.00	0.00	2,019.25
247-730-818.107	Comm Promo - Streetscape Beauti:	0.00	56.98	(56.98)	100.00	0.00	10.00
247-730-818.201	Maint & Repairs - Pedestrian L:	25,000.00	4,536.00	20,464.00	18.14	73.96	1,704.24
247-730-818.203	Comm Promotion - Residential Imp	120,000.00	57,298.46	62,701.54	47.75	61.03	7,719.30
247-730-818.204	Capital Outlay - Parking & Stree	0.00	0.00	0.00	0.00	100.00	221.48
247-730-818.212	Comm Promotions - Business Stree	60,000.00	36,105.20	23,894.80	60.18	104.09	14,416.52
247-730-819.000	Contractual- Banking & Merchant	1,700.00	0.00	1,700.00	0.00	0.00	1,600.00
247-730-858.000	Communication - Internet/Cable :	1,200.00	608.30	591.70	50.69	49.01	630.29
247-730-893.000	Community Promo - TIFA Commerci:	60,000.00	13,965.00	46,035.00	23.28	0.00	0.00
247-730-923.010	Cost of Sales - Water Charges	0.00	0.00	0.00	0.00	100.00	9.69
247-730-933.000	Maintenance & Repair - Land Imp:	0.00	87.89	(87.89)	100.00	0.00	0.00
247-730-941.030	Contractual - Lawncare/Landscap:	0.00	17,610.50	(17,610.50)	100.00	0.00	(99.67)
247-730-955.000	Municipal Risk - Liability Insur:	2,900.00	1,833.59	1,066.41	63.23	100.00	814.00
247-730-956.000	Memberships/Dues & License Rene:	0.00	0.00	0.00	0.00	0.00	0.00
247-730-958.000	Licenses/Permits & Fees	300.00	0.00	300.00	0.00	100.00	(5.00)
247-730-961.000	Contractual - Bank & Merchant S:	0.00	0.00	0.00	0.00	0.00	0.00
247-730-962.101	Intergov't- Expenses to General	0.00	0.00	0.00	0.00	0.00	0.00
247-730-968.100	Depreciation/Depletion & Amorti:	335,000.00	0.00	335,000.00	0.00	0.00	338.89
247-730-969.000	Miscellaneous Expense	0.00	0.00	0.00	0.00	0.00	0.00
247-730-970.000	Capital Outlay	150,000.00	430,899.76	(280,899.76)	287.27	3.91	191,200.00
247-730-981.000	Capital Assets - Disposal Cost	0.00	0.00	0.00	0.00	0.00	3,420.00
247-730-981.402	Debt Service - Bond Principal	245,000.00	245,000.00	0.00	100.00	100.00	240,000.00

PERIOD ENDING 01/31/2026

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	AVAILABLE	% BDGT	PREV YEAR	PREV YEAR END
		AMENDED BUDGET	01/31/2026	BALANCE	USED	% BDGT USED	AVAILABLE BALANCE
Fund 247 - TAX INCREMENT FINANCE AUTHORITY							
Expenditures							
247-730-995.000	Debt Service - Interest Expense	57,600.00	29,924.50	27,675.50	51.95	51.85	23.00
Total Dept 730 - Project Development		1,193,200.00	910,707.02	282,492.98	76.32	40.57	455,845.29
Dept 905 - Debt Service Obligations							
247-905-993.000	Debt Service - Interest Expense	13,700.00	0.00	13,700.00	0.00	100.00	1,164.00
Total Dept 905 - Debt Service Obligations		13,700.00	0.00	13,700.00	0.00	100.00	1,164.00
Dept 965 - Transfers Out							
247-965-999.101	Interfund Transfer Out - General	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 965 - Transfers Out		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,206,900.00	910,707.02	296,192.98	75.46	38.26	457,009.29
Fund 247 - TAX INCREMENT FINANCE AUTHORITY:							
TOTAL REVENUES		1,460,500.00	1,334,892.56	125,607.44	91.40	102.20	228,360.78
TOTAL EXPENDITURES		1,206,900.00	910,707.02	296,192.98	75.46	38.26	457,009.29
NET OF REVENUES & EXPENDITURES		253,600.00	424,185.54	(170,585.54)	167.27	708.04	(228,648.51)



TAX INCREMENT FINANCE AUTHORITY MEETING

DATE: May 7, 2026

SUBJECT: Approve FY 2026/2027 Budget

SUMMARY:

FINANCIAL IMPACT:

RECOMMENDATION:

PREPARED BY:

BUDGET REPORT FOR GROSSE POINTE PARK
Calculations as of 04/30/2026

GL NUMBER	DESCRIPTION	2024-25 ACTIVITY	2025-26 ACTIVITY THRU 04/30/26	2025-26 AMENDED BUDGET	2025-26 PROJECTED ACTIVITY	2026-27 REQUESTED BUDGET	2027-28 FORECASTED BUDGET
Dept 000 - Non Departmental							
247-000-404.000	Captured Property Taxes	1,363,706	1,428,747	1,404,600	1,450,000	1,493,000	1,520,000
247-000-445.000	Penalties & Interest on Taxes	877	1,293	900	1,400	1,000	1,500
247-000-665.000	Interest Income	62,988	40,705	55,000	45,000	45,000	40,000
247-000-674.882	Contributions & Donations- Kercheval Six	73,535	10,400		10,500		
247-000-674.883		1,560					
247-000-688.000	Miscellaneous Revenue/Income	28,842					
247-000-692.000	Sale of Capital Asset - Land Proceeds	(3,420)					
NET OF REVENUES/APPROPRIATIONS - 000 - Non Departmental		1,528,088	1,481,145	1,460,500	1,506,900	1,539,000	1,561,500
Dept 730 - Project Development							
247-730-682.000	Gain/Loss on Sale of Capital Asset (Gov)	(259,548)					
247-730-703.000	Intergovernmental Services	25,208	58,083	69,700	69,700	75,000	75,000
	(2025-26 To 2026-27) TIFA Director's Wages & Fringes						
	(2025-26 To 2026-27) General Fund Administration: A/P, Payroll, Budget, & Audit						
	(2026-27 To ?) Recreation Director's Wages & Fringes						
247-730-728.100	Communication - Postage & Mail	198	7	500	200	500	500
247-730-740.000	Operating Supplies & Tools	35,243	18,498	28,000	20,000	22,000	24,000
	(2025-26 To 2026-27) Holiday Decorations - All Seasons						
	(2025-26 To 2026-27) Streetscape Beautification Supplies						
247-730-802.000	Professional - Legal Services	20,751	14,430	20,000	20,000	20,000	22,000
	(2026-27 To ?) TIFA Attorney: McGraw Morris						
247-730-810.000	Professional & Contractual Services	5,977	3,326	6,300	4,500	10,000	5,000
	(2024-25 To 2026-27) Other Professional & Contractual Services						
	(2025-26 To 2026-27) Yeo & Yeo Annual Audit						
	(2025-26 To 2026-27) JP Morgan: Annual Banking Fees						
247-730-815.000	Professional - Engineering Services	5,481		10,000			
247-730-818.107	Comm Promo - Streetscape Beautification	190	57		100		
247-730-818.201	Maint & Repairs - Pedestrian Lighting	20,296	4,536	25,000	10,000	10,000	10,000
247-730-818.203	Comm Promotion - Residential Imp Program	92,281	69,607	120,000	100,000	100,000	110,000
247-730-818.204	Capital Outlay - Parking & Streetscape	(221)	53,150		55,000		
247-730-818.212	Comm Promotions - Business Street Events	58,683	52,011	60,000	55,000	62,000	65,000
	(2024-25 To 2026-27) Christmas Event						
	(2024-25 To 2026-27) After 6 Events						
	(2024-25 To 2026-27) Chilly Fest						
247-730-819.000	Contractual- Banking & Merchant Svc Fees			1,700			

247-730-858.000	Communication - Internet/Cable Services	1,170	782	1,200	1,000	1,000	1,000
247-730-893.000	Community Promo - TIFA Commercial Grants		13,965	60,000	40,000	80,000	80,000
247-730-923.010	Cost of Sales - Water Charges	4,190					
247-730-933.000	Maintenance & Repair - Land Improvements		88		100		
247-730-941.030	Contractual - Lawn care/Landscaping Svcs	47,900	17,611		45,000	50,000	50,000
(2026-27 To ?) FY 2027: New Contract with Russell Landscaping							
247-730-955.000	Municipal Risk - Liability Insurance	1,786	1,834	2,900	1,900	2,000	2,000
247-730-958.000	Licenses/Permits & Fees	305		300			
247-730-968.100	Depreciation/Depletion & Amortization	334,661		335,000	335,000	335,000	335,000
247-730-970.000	Capital Outlay		441,785	150,000	475,000	1,100,000	
(2026-27 To ?) TIFA's Contribution to the Charlevoix Streetscape Project (2026-27 To ?) \$1.8 million grant in addition to support project							
247-730-981.000	Capital Assets - Disposal Cost	(3,420)					
247-730-981.402	Debt Service - Bond Principal		272,548	245,000	245,000	225,000	235,000
247-730-995.000	Debt Service - Interest Expense	62,177	29,925	57,600	57,600	62,700	57,600
(2024-25 To 2026-27) Series 2020 TIFA Debt Svc - Dept of Public Works Building Bond Interest Pmt							
NET OF REVENUES/APPROPRIATIONS - 730 - Project Development		(972,404)	(1,052,243)	(1,193,200)	(1,535,100)	(2,155,200)	(1,072,100)
Dept 905 - Debt Service Obligations							
247-905-993.000	Debt Service - Interest Expense	(1,164)		13,700			
NET OF REVENUES/APPROPRIATIONS - 905 - Debt Service Obligations		1,164		(13,700)			
ESTIMATED REVENUES - FUND 247		1,268,540	1,481,145	1,460,500	1,506,900	1,539,000	1,561,500
APPROPRIATIONS - FUND 247		711,692	1,052,243	1,206,900	1,535,100	2,155,200	1,072,100
NET OF REVENUES/APPROPRIATIONS - FUND 247		556,848	428,902	253,600	(28,200)	(616,200)	489,400
BEGINNING FUND BALANCE		6,089,361	6,646,210	6,646,210	6,646,210	6,618,010	6,001,810
ENDING FUND BALANCE		6,646,209	7,075,112	6,899,810	6,618,010	6,001,810	6,491,210



TAX INCREMENT FINANCE AUTHORITY MEETING

DATE: May 7, 2026

SUBJECT: Approval of OHM Construction Engineering Agreement for Charlevoix Streetscape

SUMMARY: The Charlevoix Streetscape project has been designed over the last year, and the purpose of this project is to revitalize the downtown Charlevoix Ave corridor. The work includes the reconstruction of 0.25 miles of Charlevoix Ave from Alter Rd to the west and Beaconsfield St to the east. The roadwork consists of cold milling the existing HMA surface, removing the existing curb and sidewalk, paving 2-9 inches of HMA pavement to construct a curbless street.

FINANCIAL IMPACT: \$124,000 for Construction Engineering Services of the road resurfacing being undertaken by the City. The TIFA is paying for the remaining \$356,000 for Construction Engineering Services. The Total cost of the Road Resurfacing will be \$800,000.

RECOMMENDATION: Motion to approve the proposal from OHM Advisors not to exceed \$356,000 for the Charlevoix Streetscape road resurfacing project and authorize the TIFA Director to sign the agreement.

PREPARED BY: Cindy Paparelli, Assistant City Manager

May 1, 2026

CITY OF GROSSE POINTE PARK
TAX INCREMENT FINANCE AUTHORITY
15115 East Jefferson Avenue
Grosse Pointe Park, MI 48230

Attention: **Cindy Paparelli**
Director

Regarding: **Charlevoix Streetscape**
Construction Engineering Services
OHM Job No.: 7508-24-1030

Dear Ms. Paparelli

OHM Advisors Inc. (OHM) is pleased to submit this proposal for professional services for the proposed Charlevoix Streetscape project planned on Charlevoix Ave between Alter Rd and Beaconsfield St within the City.

PROJECT UNDERSTANDING

The project has been designed over the last year, and the purpose of this project is to revitalize the downtown Charlevoix Ave corridor.

The work includes the reconstruction of a 0.25 miles of Charlevoix Ave from Alter Rd to the west and Beaconsfield St to the east. The roadwork consists of cold milling the existing HMA surface, removing the existing curb and sidewalk, paving 2-9 inches of HMA pavement to construct a curbless street. The project includes concrete and paver sidewalks, street trees, lighting upgrades, landscaping, rain gardens, storm sewer upgrades, pavement markings, signage and ADA ramp upgrades.

The contractor is performing layout and construction staking as part of the bid contract.

The engineer's estimate for this project is \$3,184,739.00 and will be bid on the MDOT March letting.

SCOPE OF SERVICES

The following is the scope of services that OHM will provide for this project.

Bidding

1. Evaluate and coordinate with MDOT on contractor submissions by reviewing submitted documents for completeness, qualifications, and unbalanced bids. Provide a recommendation of the Contractor to the City and communicate this determination with MDOT..
2. In the event that the submitted bids require review of proposed pricing or scope, consult with MDOT and provide rationale of irregularities or engage with MDOT and the contractor to discuss and negotiate final bid pricing.



Public Engagement and Outreach

1. OHM will coordinate and conduct a pre-construction public meeting to notify businesses and residents of the construction schedule and impacts. OHM envisions an open house held at the City offices prior to construction.
2. OHM will prepare notices to the businesses and/or residents updating them of the project costs. These can be administered by flyer notices, social media, or email. OHM anticipates frequency of these notices to be monthly and also coinciding with major changes in shifts.
3. Develop and coordinating printing of City infrastructure program project signs.
4. Develop special construction signage indicating access and parking locations for affected businesses within the construction zone.
5. The Field Client Representative will work to ensure timely notification to City customers regarding construction impacts and assist the City in response to concerns related to the construction activities.

Contract Administration

1. Pre-Construction Services. Prior to construction, OHM will convene a pre-construction meeting. The meeting will be coordinated with the MDOT TSC office, city staff and the Contractor and will include:
 - o Schedule Review: Review the Contractor's Progress Schedule for logic and compliance with the project's Progress Clause.
 - o Submittal Management: Review and approve shop drawings, mix designs (HMA/PCC), and the contractor's Soil Erosion and Sedimentation Control (SESC) plan.
 - o Discussion of key contacts for the City, Contractor and OHM to ensure clear and consistent communication during the project.
 - o Review of critical success factors for the city and key project elements.
 - o Review of the plans and discussion of key design details and project milestones.

After construction, OHM will summarize the meeting and distribute meeting minutes and relevant materials.

2. Office Technician: OHM will assign a dedicated office technician to maintain project documentation required for federal compliance. The office technician will perform the following roles:
 - e. Contract Documentation: Maintain a digital project file in ProjectWise according to the MDOT "Reviewer's Checklist."
 - f. Pay Estimates: Prepare and process bi-weekly progress pay estimates.
 - g. Contract Modifications: Draft and justify all Change Orders. Ensure all "non-participating" items are correctly categorized to avoid funding errors.
 - h. Wage Compliance: Perform labor interviews (Form 1156) and review certified payrolls to ensure Davis-Bacon Act compliance.
 - i. Certification Verification: Collect and verify all material certifications (Buy America/Build America Buy America compliance) before the material is incorporated into the project.
3. OHM will lead bi-weekly meetings construction progress meetings. Meetings will include review of progress, future activities, field issues, community interactions, progress tracking and claim discussions. Pre-paving meetings will also be scheduled with the Contractor's asphalt paving operations.
4. Throughout the construction phase, OHM will consult and advise the City on project related issues.
5. Final Inspection: Coordinate the final walkthrough with the Local Agency and the MDOT DR (Form 1120).
6. Punch List: Manage the completion of all punch list items.
7. Final Estimate Assembly: Prepare the 1105A (Final Estimate) and "over/under" explanations for every pay item.



8. Record Drawings: Prepare "As-Built" plans based on field measurements.
9. Final Audit Support: Organize all records for the MDOT Office of Commission Audit (OCA) review.

Construction Engineering

1. Shop drawings, material certifications and other documentation will be reviewed for conformance with the project specifications and comments will be provided to the Contractor.
2. OHM's Field Client Representative will arrange and perform a preliminary and final walkthrough of the project with City Staff and prepare substantial and final completion certificates. A punch list will be prepared during the substantial completion walkthrough and its satisfactory completion will be confirmed during the final walkthrough.
3. OHM will attend and participate in project progress meetings as specified in the Contract Documents and attend special meetings when requested by the City.
4. OHM will work to resolve construction conflicts (i.e., mismarked utilities, interpretations of the contract documents) and prepare plan changes or sketches, as required, to meet conditions that may arise during construction. We will also resolve disputes with the Contractor regarding materials or construction methods.

Construction Observation

1. OHM will provide full-time construction observation during the construction of the streetscape and storm sewer. OHM will provide enough staff to ensure that all portions of the project are installed in accordance with the project plans and specifications.
2. The Construction Observer(s) will prepare daily reports and log quantities for contractor payment purposes. OHM will utilize MDOT's Field Manager/Field Book software for quantity, material and project work documentation. Specific reports will also be performed for the following:
 - e. Daily Reporting: Generate Daily Work Reports directly in project software, ensuring all labor, equipment, and materials are logged.
 - f. Traffic Control & Safety: Conduct periodic inspections of temporary traffic control devices to ensure they meet the quality guidelines.
 - g. SESC Monitoring: Provide a certified stormwater operator to perform weekly and post-rain inspections.
3. In the event that the Contractor's operations are not in conformance with plans or the project specifications, the Construction Observer will notify the Contractor and City.
4. OHM will coordinate the scheduling of materials testing or other specialized consultants for the project. Construction testing effort will be provided by G2 Consulting Group.

Material Testing and Geotechnical Services

Material Testing and Geotechnical Services will be provided by G2 Consulting (G2). Services shall include submittal reviews, density testing for aggregate base. Quality control (QC) testing will also occur for concrete and asphalt placed within the project. To ensure concrete attains the required strength, testing utilizing cylinders or beams will be performed.



SCHEDULE

The current schedule calls for the contractor to begin work in April 2026. Construction is expected to take 5 months with the project being complete in October of 2026. Final restoration and project completion will occur by May of 2027.

FEE SCHEDULE

OHM proposes to provide the above outlined professional services. This fee estimate is based upon the contractor performing the work in the 5 months outlined in their schedule. These Construction Engineering Services will be performed on an hourly basis.

<u>Task</u>	<u>Estimated Fee</u>
Act 51 Road Cost Share Allocation.....	\$124,000
TIFA Cost Share Allocation.....	356,000
TOTAL (NOT TO EXCEED).....	\$480,000

ADDITIONAL SERVICES

OHM will be pleased to provide additional services for this project not specifically described in the scope of Design Services on an hourly basis. OHM will provide a separate proposal for said services.

We thank you for this opportunity to provide professional engineering services. If this proposal is acceptable, please execute and return a copy of the proposal to us. We greatly appreciate the opportunity to assist you and look forward to working together on this project. Should there be any questions, please contact us.

Sincerely,
OHM Advisors


Patrick Droze, P.E.

Principal

cc: Alex Blehm, P.E.
File

**City of Grosse Pointe Park - Tax Increment Finance Authority
Construction Engineering - Charlevoix Streetscape**

Accepted By: _____

Printed Name: _____

Title: _____

Date: _____

TERMS & CONDITIONS



1. **THE AGREEMENT.** These Terms and Conditions and the attached Proposal or Scope of Services, upon acceptance by CLIENT, shall constitute the entire Agreement between Orchard, Hiltz & McCliment, Inc. (OHM ADVISORS), a registered Michigan Corporation, and CLIENT. OHM ADVISORS and CLIENT may be referred to individually as a Party or collectively as Parties. This Agreement supersedes all prior negotiations or agreements and may be amended only by written agreement signed by both Parties.
2. **CLIENT RESPONSIBILITIES.** CLIENT, at no cost, shall:
 - a. Provide access to the project site to allow timely performance of the services.
 - b. Provide all information in CLIENT'S possession as required by OHM ADVISORS to perform the services.
 - c. Designate a person to act as CLIENT'S representative who shall transmit instructions, receive information, define CLIENT policies, and have the authority to make decisions related to services under this Agreement.
3. **PROJECT INFORMATION.** OHM ADVISORS shall be entitled to rely on the accuracy and completeness of services and information furnished by CLIENT, other design professionals, or consultants contracted directly to CLIENT.
4. **PERIOD OF SERVICE.** The services shall be completed within the time specified in the Proposal or Scope of Services, or if no time is specified, within a reasonable amount of time. OHM ADVISORS shall not be liable to CLIENT for any loss or damage arising out of any failure or delay in rendering services pursuant to this Agreement that arise out of circumstances that are beyond the control of OHM ADVISORS.
5. **COMPENSATION.** CLIENT shall pay OHM ADVISORS for services performed in accordance with the method of payment, as stated in the Proposal or Scope of Services. CLIENT shall pay OHM ADVISORS for reimbursable expenses for subconsultant services, equipment rental, or other special project related items at a rate of 1.15 times the invoice amount.
6. **TERMS OF PAYMENT.** Invoices shall be submitted to the CLIENT each month for services performed during the preceding period. CLIENT shall pay the full amount of the invoice within thirty days of the invoice date. If payment is not made within thirty days, the amount due to OHM ADVISORS shall include a service fee at the rate of one (1%) percent per month from said thirtieth day.
7. **STANDARD OF CARE.** OHM ADVISORS shall perform their services under this Agreement in a manner consistent with the professional skill and care ordinarily provided by similar professionals practicing in the same or similar locality under the same or similar conditions.
8. **RESTRICTION OF REMEDIES.** OHM ADVISORS is responsible for the work of its employees while they are engaged on OHM ADVISORS' projects. As such, and in order to minimize legal costs and fees related to any dispute, CLIENT agrees to restrict any and all remedies it may have by reason of OHM ADVISORS' breach of this Agreement or negligence in the performance of services under this Agreement, be they in contract, tort, or otherwise, to OHM ADVISORS, and to waive any claims against individual employees.
9. **LIMIT OF LIABILITY.** To the fullest extent permitted by law, CLIENT agrees that, notwithstanding any other provision in this Agreement, the total liability in the aggregate, of OHM ADVISORS to CLIENT, or anyone claiming under CLIENT, for any claims, losses, damages or costs whatsoever arising out of, resulting from, or in any way related to this Agreement or the services provided by OHM ADVISORS pursuant to this Agreement, be limited to \$25,000 or OHM ADVISORS fee, whichever is greater, and irrespective of whether the claim sounds in breach of contract, tort, or otherwise.
10. **ASSIGNMENT.** Neither Party to this Agreement shall transfer, sublet, or assign any duties, rights under or interest in this Agreement without the prior written consent of the other Party.
11. **NO WAIVER.** Failure of either Party to enforce, at anytime, the provisions of this Agreement shall not constitute a waiver of such provisions or the right of either Party at any time to avail themselves of such remedies as either may have for any breach of such provisions.
12. **GOVERNING LAW.** The laws of the State of Michigan will govern the validity of this Agreement, its interpretation and performance.
13. **INSTRUMENTS OF SERVICE.** OHM ADVISORS shall retain ownership of all reports, drawings, plans, specifications, electronic data and files, and other documents (Documents) prepared by OHM ADVISORS as Instruments of Service. OHM ADVISORS shall retain all common law, statutory and other reserved rights, including, without limitation, all copyrights thereto. CLIENT, upon payment in full for OHM's services, shall have an irrevocable license to use OHM's Instruments of Service for or in conjunction with repairs, alterations or maintenance to the project involved but for no other purpose. CLIENT shall not reuse or make any modifications to the Documents without prior written authorization by OHM ADVISORS. In accepting and utilizing any Documents or other data on any electronic media provided by OHM ADVISORS, CLIENT agrees they will perform acceptance tests or procedures on the data within 30 days of receipt of the file.
14. **CERTIFICATIONS.** OHM ADVISORS shall have 14 days to review proposed language prior to the requested dates of execution. OHM ADVISORS shall not be required to execute certificates to which it has a reasonable objection, or that would require knowledge, services, or responsibilities beyond the scope of this Agreement, nor shall any certificates be construed as a warranty or guarantee by OHM ADVISORS.
15. **TERMINATION.** Either Party may at any time terminate this Agreement upon giving the other Party 7 calendar days prior written notice. CLIENT shall within 45 days of termination pay OHM ADVISORS for all services rendered and all costs incurred up to the date of termination in accordance with compensation provisions in this Agreement.
16. **RIGHT TO SUSPEND SERVICES.** In the event CLIENT fails to pay OHM ADVISORS the amount shown on any invoice within 45 days of the date of the invoice, OHM ADVISORS may, after giving 7 days' notice to CLIENT, suspend its services until payment in full for all services and expenses is received.

17. OPINIONS OF PROBABLE COST. OHM ADVISORS preparation of Opinions of Probable Cost represents OHM ADVISORS' best judgment as a design professional familiar with the industry. CLIENT recognizes that OHM ADVISORS has no control over costs of labor, equipment, materials, or a contractor's pricing. OHM ADVISORS makes no warranty, expressed or implied, as to the accuracy of such opinions as compared to bid or actual cost.
18. JOB SITE SAFETY. Neither the professional activities of OHM ADVISORS, nor the presence of OHM ADVISORS or our employees and subconsultants at a construction site shall relieve the Contractor or any other entity of their obligations, duties, and responsibilities including, but not limited to, construction means, methods, sequences, techniques or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and the health or safety precautions required by any regulatory agency. OHM ADVISORS has no authority to exercise any control over any construction contractor or any other entity or their employees in connection with their work or any health or safety precautions.
19. CONTRACTOR SUBMITTALS. If included in the services to be provided, OHM ADVISORS shall review the contractor's submittals such as shop drawings, product data, and samples for the limited purpose of checking for conformance with information given and the design concept expressed in the construction documents issued by OHM ADVISORS. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the contractor's responsibility. OHM ADVISORS review shall not constitute approval of safety precautions or, unless otherwise specifically stated by OHM ADVISORS, of any construction means, methods, techniques, sequences or procedures. OHM ADVISORS approval of a specific item shall not indicate approval of an assembly of which the item is a component.
20. CONSTRUCTION OBSERVATION. If requested, OHM ADVISORS shall visit the project construction site to generally observe the construction work and answer questions that CLIENT may have. OHM ADVISORS shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the construction work, or to determine whether the construction work is being constructed in accordance with the Contract Documents.
21. HAZARDOUS MATERIALS. As used in this Agreement, the term hazardous materials shall mean any substances, including without limitation asbestos, toxic or hazardous waste, PCBs, combustible gases and materials, petroleum or radioactive materials (as each of these is defined in applicable federal statutes) or any other substances under any conditions and in such quantities as would pose a substantial danger to persons or property exposed to such substances at or near the Project site. Both Parties acknowledge that OHM ADVISORS' Scope of Services does not include any services related to the presence of any hazardous or toxic materials. In the event OHM ADVISORS or any other person or entity involved in the project encounters any hazardous or toxic materials, or should it become known to OHM ADVISORS that such materials may be present on or about the jobsite or any adjacent areas that may affect the performance of OHM ADVISORS' services, OHM ADVISORS may, at its sole option and without liability for consequential or any other damages, suspend performance of its services under this Agreement until CLIENT retains appropriate qualified consultants and/or contractors to identify and abate or remove the hazardous or toxic materials and warrants that the jobsite is in full compliance with all applicable laws and regulations. CLIENT agrees, notwithstanding any other provision of this Agreement, to the fullest extent permitted by law, to indemnify and hold harmless OHM ADVISORS, its officers, partners, employees and subconsultants (collectively, OHM ADVISORS) from and against any and all claims, suits, demands, liabilities, losses, damages or costs, including reasonable attorneys' fees and defense costs arising out of or in any way connected with the detection, presence, handling, removal, abatement, or disposal of any asbestos or hazardous or toxic substances, products or materials that exist on, about or adjacent to the Project site, whether liability arises under breach of contract or warranty, tort, including negligence, strict liability or statutory liability, regulatory or any other cause of action, except for the sole negligence or willful misconduct of OHM ADVISORS.
22. WAIVER OF CONSEQUENTIAL DAMAGES. The Parties waive consequential damages for claims, disputes or other matters in question arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either Party's termination of this Agreement.
23. WAIVER OF SUBROGATION. The Parties waive all rights against each other and any of their contractors, subcontractors, consultants, agents, and employees, each of the other, for damages caused by fire or other causes of loss to the extent covered by property insurance obtained pursuant to a written contract or other property insurance applicable to the construction work.
24. THIRD PARTIES. Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either CLIENT or OHM ADVISORS.
25. CODE REVIEW/ACCESSIBILITY. In providing its services under this Agreement, OHM ADVISORS may have to interpret federal and or state laws, codes, ordinances, regulations and/or statutes. CLIENT understands and agrees that these may be subject to different and possibly contradictory interpretations by relevant governmental officials charged with interpreting same and furthermore understands and agrees that OHM ADVISORS does not warrant or guarantee that their interpretation will be consistent with the interpretation of the relevant governmental officials. OHM ADVISORS shall not be liable for unreasonable or unforeseeable interpretation of federal and or state laws, codes, ordinances, regulations and/or statutes by governmental officials charged with interpreting same.
26. DISPUTE RESOLUTION. In an effort to resolve any conflicts that arise during the project or following the completion of the project, the Parties agree that all disputes between them arising out of or relating to this Agreement shall be submitted to nonbinding mediation, unless the Parties mutually agree otherwise, as a prerequisite to further legal proceedings. The Parties agree to share the mediator's fee and any filing fees equally, and the mediation shall be held in the place where the project is located, unless another location is mutually agreed upon.



TAX INCREMENT FINANCE AUTHORITY MEETING

DATE: May 7, 2026

SUBJECT: Redevelopment Ready Communities (RRC) Update

SUMMARY:

In early 2023, the GPP City Council adopted a resolution to participate in a statewide program called “Redevelopment Readiness Communities” (RRC).

The Assistant City Manager is appointed as the program lead and contact for the city.

One of the major components for certification was achieved when the city adopted a new / update zoning code of ordinances in late 2024.

Other aspects of the RRC program that may be of interest to the TIFA members include components of economic development, public engagement, and key site development and preparation.

The attached is being provided for your information; to introduce the program to those who may not be familiar with and an update for those who may already be aware.

This first page is a simple overview of the RRC program, followed by the most recent MEDC status report.

FINANCIAL IMPACT: N/A

RECOMMENDATION: No action required

PREPARED BY: Cindy Paparelli, Assistant City Manager

Redevelopment Ready Communities (RRC) Overview

What is this program?

RRC is a free State of Michigan program that helps communities become more attractive for investment, development, and growth.

Goal: Make it easy, predictable, and efficient for businesses and developers to invest.

Why it matters

- Attracts businesses and investment
- Creates vibrant downtowns and neighborhoods
 - Improves development processes
- Provides better service to residents and developers

The Big Idea

Plan ahead, be transparent, and make development easy to understand.

The 6 Key Best Practices

- | | |
|--|--|
| 1. Plans & Public Engagement <ul style="list-style-type: none">- Keep plans up to date- Engage residents- Define a clear vision | 4. Boards & Commissions <ul style="list-style-type: none">- Train members- Set clear procedures |
| 2. Zoning <ul style="list-style-type: none">- Align with plans- Keep rules simple- Allow desired development | 5. Economic Development & Marketing <ul style="list-style-type: none">- Have a growth strategy- Promote the community |
| 3. Development Review Process <ul style="list-style-type: none">- Clear approval steps- Easy-to-find information- Consistent process | 6. Redevelopment Ready Sites <ul style="list-style-type: none">- Identify key sites- Prepare them for development |

How the Program Works

- Join the program (free)
- Receive an assessment
- Work with a state planner
- Make improvements
- Earn certification

Tools & Support

- Expert guidance
- Training
- Templates and resources
- Possible funding support

Bottom Line

RRC helps communities get organized, remove barriers, and become investment-ready for long-term growth.



redevelopment ready
communities®

Redevelopment Ready Communities®

COMMUNITY SNAPSHOT

APRIL 2026

CITY OF GROSSE POINTE PARK

EXECUTIVE SUMMARY

Redevelopment Ready Communities® (RRC) is a voluntary technical assistance initiative offered through the Michigan Economic Development Corporation (MEDC) to empower communities in shaping their future by building a strong foundation of planning, zoning, and economic development best practices. Our toolkit, developed by experts in the public and private sectors, encourages communities to streamline their development practices, with the goal of becoming “redevelopment ready”. Through active engagement of stakeholders and proactively planning, communities can become more attractive for development projects that create places where people want to live, work, and invest.

The basic assessment tool for evaluation are the [RRC Best Practices](#). These six (6) standards address key elements of community and economic development. To provide a direct line of communication with the RRC Community Planner and to relay a community’s RRC standing, the free online project management platform, Trello is used for regular communication. Trello allows communities to upload items as they are completed and organize their RRC workload to fit their capacity. A community must demonstrate full alignment with the RRC Best Practice expectations to receive either RRC Essential or Certified designation. Once reached, Essential or Certified status is valid for five (5) years.

The following Community Snapshot provides an overview of the updated evaluation conducted on the community’s Trello board. It reflects a snapshot in time, and it is recommended to review the community’s Trello board for exact RRC standing.

EVALUATION MATRIX

The City of Grosse Pointe Park has chosen to work towards completing RRC Essentials designation and will be evaluated on the RRC Essential expectations only. Currently, Grosse Pointe Park is fully aligned with 73% of the Redevelopment Ready Communities® Essentials expectations and 54% of Certified expectations. Grosse Pointe Park was previously 30% aligned with Essentials expectations in 2022 when the baseline evaluation was completed.

Current RRC Best Practice Standing: Essentials Expectations



1.1	1.2	1.3	1.4	2.1	2.2
2.3	2.4	2.5	2.6*	3.1	3.2
3.3	3.4	3.5	3.6	3.7	3.8
3.9*	4.1	4.2	4.3	4.4	4.5
4.6*	5.1*	5.2*	5.3*		

Currently Aligned with RRC Expectations
Partially Aligned with RRC Expectations
Not Currently Aligned with RRC Expectations
* Certified Pathway Only

COMMUNITY SNAPSHOT

The following table provides a snapshot into the recommendations provided on the community's Trello following the Baseline Evaluation.

 = Annual Expectation

Best Practice 1: Plans and Engagement	
Essentials Expectations	
1.1 - Master Plan	Share the 2025 Annual Report that contains a segment on the '2022 Master Plan Implementation and 2026 Work Plan'. 
1.2 - Downtown or Corridor Plan	Aligned.
1.3 - Capital Improvements Plan	Annually prepare a six-year Capital Improvements Plan. 
1.4 - Public Participation Plan	Demonstrate how Grosse Pointe Park is tracking and encouraging more frequent and proactive community engagement efforts. .

Best Practice 2: Zoning	
Essentials Expectations	
2.1 - Alignment with Master Plan	Aligned.
2.2 - Accessibility + User-Friendliness	Aligned.
2.3 - Concentrated Development	Aligned.
2.4 - Housing Diversity	Aligned.
2.5 - Parking Flexibility	Aligned.
2.6 - Green Infrastructure	Aligned.*

Best Practice 3: <i>Development Review</i>	
	Essentials Expectations
3.1 - Defined Processes	Aligned.
3.2 - Point of Contact	Aligned.
3.3 - Conceptual Review Meetings	Aligned.
3.4 - Internal Review Process	Share a copy of the City's internal review procedures for processing development applications.
3.5 - Approval Authority	Aligned.
3.6 - Fee Schedule	Aligned.
3.7 - Payment Methods	Aligned.
3.8 - Access to Information	Aligned.
3.9 - Project Tracking	N/A

Best Practice 4: <i>Boards and Commissions</i>	
	Essentials Expectations
4.1 - Recruitment Process	Aligned.
4.2 - Expectations + Interests	Aligned.
4.3 - Orientation	Share the orientation materials for development-related boards/commissions.
4.4 - Bylaws	Aligned.

4.5 - Annual PC Report	Share the 2025 Annual Report.
4.6 - Joint Meetings	N/A

Best Practice 5: <i>Economic Development and Marketing</i>	
	Essentials Expectations
5.1 - Economic Development Strategy	N/A
5.2 - Incentives Tools	N/A
5.3 - Marketing Plan	N/A

NEXT STEPS

Following receipt of the Community Snapshot, your community will work to address each of the [RRC Best Practice](#) expectations, integrating their intent seamlessly into your municipal processes. Going forward, we encourage communities to collaborate across municipal departments and development-related boards and commissions to strategize on how best to align with the RRC toolkit. We have found that communities successful in RRC are those that go beyond approaching the Best Practices as a “checklist” and rather, implement systems to facilitate successful community change.

RRC acknowledges that limitations due to capacity or resources may impact each community’s approach to RRC, therefore there is no expected timeline to meet RRC Essentials or Certified designation. At times, the RRC toolkit may be overwhelming, so our team highly recommends maintaining regular communication with your Community Planner to best understand the RRC expectations and gain access to the plethora of resources our team offers. The Community Snapshot and community’s Trello board include specific recommendations for meeting each Best Practice. It is important to remember that RRC is a dynamic and flexible toolkit, aimed at supporting your community’s integration of the RRC expectations in a way that best suits your community.

Your community will now have access to a variety of RRC Technical Assistance tools, such as the [RRC Online Resource Library](#), guidance from your [Community Planner](#), and [Technical Assistance Match Funding](#) for planning-related projects. Best of luck and we look forward to assisting your community in leveraging our toolkit to improve your community’s development processes and attract future investment!



TAX INCREMENT FINANCE AUTHORITY MEETING

DATE: May 7, 2026

SUBJECT: TIFA RIG (RESIDENTIAL IMPROVEMENT GRANT) AND CIG (COMMERCIAL IMPROVEMENT GRANT) UPDATE

SUMMARY: Program Purpose

It is a fundamental goal of the Grosse Pointe Park Tax Increment Finance Authority (TIFA) to promote economic growth and vitality within the City's TIFA District. In support of this objective, the TIFA has created the **Residential Improvement Grant (RIG) and Commercial Improvement Grant (CIG) Programs** to provide property owners within its boundaries an opportunity to upgrade their exterior building façades with financial assistance from the TIFA. Successful façade improvement projects promote a positive community image and leverage additional investment in neighboring properties, which facilitates continued economic growth and revitalization of the district as a whole. Attached is a snapshot update of the projects and reimbursements to date.

FINANCIAL IMPACT: Budgeted Item

RECOMMENDATION: Informational Only — No action

PREPARED BY: Cindy Paparelli, Assistant City Manager

TIFA COMMERCIAL IMPROVEMENT GRANTS AS OF MAY 1, 2026

<u>Date</u>	<u>ADDRESS</u>	<u>Street Name</u>	<u>Agreement</u>	<u>Total Project Amount</u>	<u>Award Amount</u>	<u>Project Scope</u>	<u>Status?</u>		<u>Accounting</u>
4/12/2025	15117	Charlevoix	Signed	\$19,831.67	\$9,915.84	façade update	Permit Closed /Work Complete	Budget	\$ 60,000.00
4/9/2025	15119	Charlevoix	Signed	\$60,800.00	\$10,000.00	patio and exterior wall repair	Paid	Awarded	\$23,880.84
6/11/2025	15102	Charlevoix	Signed	\$7,930.00	\$3,965.00	painting, tuckpointing and electrical	Paid	Remaining	\$ 36,119.16
								PAID OUT	\$13,965.00

TIFA RIG PROGRAM AS OF MAY 1, 2026

House #	Street Name	Total Project Amount	Award Amount	Project Scope	NOTES	Accounting	
1447	Lakepointe	\$ 11,082.73	\$ 5,000.00	Porch	paid	Budget	\$ 120,000.00
1139	Lakepointe	\$ 450.00	\$ 225.00	Fence	paid	AWARDED	\$ 100,430.68
1141	Lakepointe	\$ 2,605.47	\$ 1,327.50	Fence	paid	Remaining	\$ 19,569.33
1141	Wayburn	\$ 10,850.00	\$ 4,125.00	House	paid		
1044	Wayburn	\$ 12,303.00	\$ 5,000.00	Parking	paid	PAID OUT	\$ 61,644.90
1051-1053	Beaconsfield	\$ 12,555.00	\$ 4,147.50	Windows	paid		
1155	Maryland	\$ 1,821.00	\$ 910.00	Gutters	paid	2025 project	3943.66
1240	Beaconsfield	\$ 2,470.00	\$ 1,235.00	Porch	paid (to contractor)		
1350 1352	Maryland	\$ 10,000.00	\$ 4,250.00	Porch	paid		
1349	Beaconsfield	\$ 9,450.00	\$ 4,725.00	Gutters & Windows	paid		
1300	Lakepointe	\$ 17,315.00	\$ 5,000.00	Fence	paid		
1436	Lakepointe	\$ 4,698.00	\$ 2,715.28	Porch	paid		
1432	Lakepointe	\$ 20,500.00	\$ 5,000.00	porch, front window	sent email 4/16/2026		
1335	Beaconsfield	\$ 7,413.03	\$ 3,706.52	Paint House	paid		
1319	Beaconsfield	\$ 5,000.00	\$ 2,500.00	porch	paid		
1232	Wayburn	\$ 9,200.00	\$ 4,600.00	porch	approved by Terry		
1377	Wayburn	\$ 9,985.00	\$ 4,992.50	Front of House	paid		
1378 1380	Wayburn	\$ 8,854.56	\$ 4,427.00	Wlndows	paid		
1142	Wayburn	\$ 1,492.00	\$ 746.00	Gutters	work complete need permit and final insp		
1440	Lakepointe	\$ 4,717.20	\$ 2,358.60	entrance	paid		
1385	Lakepointe	\$ 4,350.00	\$ 2,175.00	front porch	approved by Terry		
1331-1333	Beaconsfield	\$ 1,679.70	\$ 839.85	gutters	final insp 4/28		
1272	Wayburn	\$ 12,400.00	\$ 5,000.00	deck/porch repair	approved by Terry		
1130	Wayburn	\$ 7,970.00	\$ 3,985.00	Garage updates	approved by Terry		
1141	Lakepointe	\$ 279.30	\$ 131.75	landscaping	approved by Terry		
1139	Lakepointe	\$ 5,168.00	\$ 2,584.00	Fence	approved by Terry		
1231	Maryland	\$ 9,875.00	\$ 4,937.50	parking pad	approved by Terry		
1457	Maryland	\$ 25,442.00	\$ 5,000.00	Windows	approved by Terry		
1031-1033	Beaconsfield	\$ 4,590.00	\$ -	awning	waiting for terry review		
1031	Beaconsfield	\$ 9,921.00		Windows	waiting for terry review		
1254	Maryland	\$ 2,896.00		gutters/bibb	sent email to applicant 4/24		
1344	Lakepointe	\$ 7,573.36	\$ 3,786.68	Windows	approved by terry		