



**GRAND RIVER CORRIDOR IMPROVEMENT
AUTHORITY MEETING**

Thursday, January 9, 2025 – 8:00 a.m.

Conference Room A – City Hall

23600 Liberty Street

Farmington, MI 48335

AGENDA

- 1. ROLL CALL**
- 2. APPROVAL OF AGENDA**
- 3. APPROVAL OF MINUTES**
 - A. October 10, 2024, Minutes**
 - B. November 14, 2024, Minutes**
- 4. ELECTION OF OFFICERS**
 - A. Accept Nominations for Chairperson**
 - B. Accept Nominations for Vice Chairperson**
 - C. Accept Nominations for Secretary**
- 5. 2025 MEETING CALENDAR**
- 6. UNFINISHED BUSINESS**
 - A. Discussion of Façade Improvement Program**
 - B. Continued Discussion of Potential Financial Incentive for Fired and Fused**
- 7. NEW BUSINESS**
 - A. Farmington Hills CIA Budget**
- 8. OTHER BUSINESS**
- 9. PUBLIC COMMENT**
- 10. BOARD MEMBER COMMENT**
- 11. ADJOURNMENT**

The City will follow its normal procedures for accommodation of persons with disabilities. Those individuals needing accommodations for effective participation in this meeting should contact the City Clerk (248) 474-5500, ext. 2218 at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.

**CITY OF FARMINGTON
GRAND RIVER CORRIDOR IMPROVEMENT AUTHORITY
MINUTES
OCTOBER 10, 2024**

1. ROLL CALL

The Farmington Grand River Corridor Improvement Authority meeting was called to order at 8:04 AM by Vice-Chairman Carron.

Members Present: Accettura, Carron, Graham, O'Dell, Thomas
Members Absent: King, Schneemann
Staff: Weber

2. APPROVAL OF AGENDA

MOTION to approve the agenda made by Graham, support by Thomas.

PASSED unanimously. *[Note: September 12 minutes agenda item revised to August 8 minutes]*

3. APPROVAL OF MINUTES

MOTION to approve the August 8, 2024 minutes made by O'Dell, supported by Accettura.

PASSED unanimously.

4. UNFINISHED BUSINESS

A. Joint Meeting with City Council on October 29, 2024 at 6:30pm

Possible agenda items for this meeting were discussed, including: History of the CIA TIF plan and proposed updates, Focus Area deep-dives, possibilities of future property acquisition, priorities of tasks, etc. Weber to compile relevant agenda items for the Joint Meeting.

5. NEW BUSINESS

A. Required Informational Meeting in Compliance with Public Act 57

This responsibility was discussed with the board; the action has been completed.

B. Redevelopment Liquor Licenses

Weber discussed the background of Redevelopment Liquor Licenses and possible use within the Grand River Corridor, contrasting this with other jurisdictions, such as the Downtown Development Authority. Discussion followed. It was agreed to table this until a later date.

C. Grand River Corridor Improvement Authority Overlay District

It came to the attention of Weber that the CIA Overlay District is not sufficiently known/understood by some stakeholders. The Board discussed the history of the Overlay District. Weber proposed bringing an expert or consultant to discuss ways to improve the flexibility and visibility of this tool.

D. 2024/25 Budget Review

With planning for the upcoming capital budget cycle approaching, and TIF income starting to build up, the Board discussed options/priorities for potential future costs, including: Brownfield redevelopment support, investment in catalytic projects, property acquisition, etc.

Under the topic of Budget, Weber brought to the Board's attention that a local business had inquired about the availability of a facade improvement grant program within the CIA jurisdiction, similar to what is provided by Farmington Hills. Discussion followed. At this time, no such program exists in the Farmington portion of the Corridor, and adding this would require modification to existing charter documents, at additional cost.

The facade grant topic was tabled to a later date.

6. PUBLIC COMMENT

No public in attendance.

7. BOARD MEMBER COMMENT

No additional board member comment.

8. ADJOURNMENT

MOTION to adjourn made by O'Dell, supported by Richard

PASSED unanimously.

Adjourned at 9:00 AM.

**CITY OF FARMINGTON
GRAND RIVER CORRIDOR IMPROVEMENT AUTHORITY
MINUTES
NOVEMBER 14, 2024**

1. ROLL CALL

The Farmington Grand River Corridor Improvement Authority meeting was called to order at 8:04 AM by Vice-Chairman Carron.

Members Present: Accettura, Carron, Graham, O'Dell, Schneemann, Thomas
Members Absent: King
Staff: Weber

2. APPROVAL OF AGENDA

Discussion to amend agenda to table Oct 10 minutes approval, table Nine Mile Pathway discussion, add discussion of Fired & Fused inquiry about facade improvement program.

MOTION to approve the agenda, as amended made by Graham, support by O'Dell.

PASSED unanimously.

3. APPROVAL OF MINUTES

MOTION to approve the October 29, 2024 minutes (Joint Council/CIA special meeting) made by Schneemann, supported by O'Dell.

PASSED unanimously.

4. UNFINISHED BUSINESS

None.

5. NEW BUSINESS

A. Farmington Hills Grand River Corridor Market Study

Discussion of Farmington Hills City Council's approval for a market study – what such a study includes, and examples of similar activities previously done in Farmington. The board also discussed the possibility of upcoming joint meetings between Farmington & Farmington Hills CIA in early 2025.

B. Review of Joint Council Meeting Discussion

The Board discussed the October 29 joint Council/CIA meeting. Consensus was that it was a productive conversation with good dialogue between the teams. The discussion revealed shared priorities, including facilitating the improvement of the former Winery building/site and building a relationship with Corridor area businesses. The board discussed various funding approaches and what was needed to enact the plans.

C. Capital Improvement Program

A CIA board member is needed to represent the Authority during the budget process.

MOTION to nominate Randy O'Dell as representative to the Capital Improvement Program team made by Schneemann, supported by Thomas.

PASSED unanimously.

D. Fired & Fused inquiry about facade improvement program

Fired & Fused, a business operating within the Grand River Corridor in Farmington, approached the City regarding the possibility of facade improvement grant money. The business owners were familiar with Farmington Hills offering such a program. At this time, the Farmington Grand River CIA does not have an active facade improvement program. Historical reasons for this were discussed, as well as questions surrounding the differences between Farmington and Farmington Hills CIA plans. Staff shared relevant pages from the latest Grand River CIA plan, which showed allowed uses for captured funds within the CIA. There was discussion as to the definition of a “catalytic” project. Agreement to resume discussion of this topic at the December meeting, after members and staff had the opportunity for further research.

6. PUBLIC COMMENT

No public in attendance.

7. BOARD MEMBER COMMENT

No additional board member comment.

8. ADJOURNMENT

MOTION to adjourn made by Thomas, supported by Richard

PASSED unanimously.

Adjourned at 9:32 AM.

Farmington Grand River Corridor Improvement Authority Staff Report	Board Meeting Date: 1-9-2025	Reference Number
Submitted by: Chris Weber, Assistant City Manager		
Agenda Topic: Election of Officers		
Proposed Motion: Elect Officers of the Board		
Background: Section 2 of the CIA Bylaws requires that the “officers of the Authority Board shall be elected annually by a vote of the majority of the Authority Board members at the first meeting of each calendar year. The term of each officer shall be one (1) year with eligibility for reelection.” Note – Please see attached CIA Board Roster which shows Board member terms.		
Materials: CIA Board Roster		

Grand River Corridor Improvement Authority

3-year term

Name	Business	Phone	Email	Seat	Term
Mark Accettura 1629 N. Washington Royal Oak, MI 49067	Accettura and Hurwitz, Estate and Elder Law	248-848-9409	maccettura@elderlawmi.com		4/1/2018 through 3/31/2021 3/31/2024 through 2027
Dr. David Carron	Plaza Veterinary Hospital 22820 Mooney Farmington, MI 48336	248-476-3662	drcarron@aol.com		4/1/2016 through 3/31/19 4/1/19 through 3/31/25
Richard Graham	R. Graham Construction 30966 Grand River Ave. Farmington, MI 48336	248-987-1155 (W) 734-306-6025	regraham734@aol.com		4/20/2015 through 3/31/2018 4/1/2018 through 3/31/2021 3/31/2024 through 2027
Paul King 30627 Shiawassee Farmington Hill, MI 48336	King's Garage 31690 Grand River Ave. Farmington, MI 48336	313-600-8515 (H) 248-476-5454 (W)	kingsgarage1@sbcglobal.net	chair	4/1/2014 through 3/31/2017 3/31/20 3/31/2023 3/31/2026
Council rep!!!! Steve Schneemann		248-444-8234	sschneemann@farmgov.com		
Patrick Thomas 22432 Brookdale Farmington, MI 48336		586-822-2432 (M) 586-276-1330	p-thomas@mindspring.com		4/1/2016 through 3/31/19 4/1/19 through 3/31/25
Randy O'Dell 33254 W. 11 Mile Road Farmington Hills, MI 48336	Freedom Gateway Center, pastor	248-345-0194	pastorrandy@freedomgateway.org		4/1/2018 through 3/31/2021 3/31/2024 through 2027
Staff liaison Chris Weber		248-699-5147	cweber@farmgov.com		

**2025 GRAND RIVER CORRIDOR IMPROVEMENT AUTHORITY
MEETING SCHEDULE
2nd THURSDAY**

Thursday, January 9, 2025	8:00 a.m.
Thursday, February 13, 2025	8:00 a.m.
Thursday, March 13, 2025	8:00 a.m.
Thursday, April 10, 2025	8:00 a.m.
Thursday, May 8, 2025	8:00 a.m.
Thursday, June 12, 2025	8:00 a.m.
Thursday, July 10, 2025	8:00 a.m.
Thursday, August 14, 2025	8:00 a.m.
Thursday, September 11, 2025	8:00 a.m.
Thursday, October 9, 2025	8:00 a.m.
Thursday, November 13, 2025	8:00 a.m.
Thursday, December 11, 2025	8:00 a.m.

Farmington Grand River Corridor Improvement Authority Staff Report	Board Meeting Date: 1-9-2025	Reference Number
Submitted by: Chris Weber, Assistant City Manager		
Agenda Topic: Discussion of Façade Incentive Program		
Proposed Motion: Discussion Only.		
Background: <p>At the November meeting, the Board discussed the possibility of creating a façade incentive program. The Board directed Administration to research whether a façade incentive program could be developed and what the cost might be. Administration discussed this issue with the consultant that put together the current TIF Plan.</p> <p>Although the Plan’s project list does not show a façade incentive, the Plan document does allow for “Proposed Improvements” including: “Work with property owners to identify financing/incentive opportunities”. The Plan project list could be updated to allow for a façade incentive program. This would take a couple of months to do the required notifications and cost approximately \$7-8,000. Once the Plan is updated, the façade improvement program would have to be developed and then communicated to all businesses.</p> <p>Attached is an example site improvement incentive program from Farmington Hills CIA</p>		
Materials: FH CIA Initiatives and Projects – Grand River Corridor		



Grand River Corridor

CIA Initiatives and Projects

Farmington Hills CIA Grant

Site Improvement Grant Program

Purpose: The purpose of this grant program is to encourage businesses to make site improvements that will enhance the overall aesthetic value of the district and foster reinvestment obsolescence within the Grand River Corridor.

Site Improvement Grant Guidelines

Maximum Grant Amount

The maximum grant to be awarded to any individual project in a fiscal year is \$30,000. Grants are reimbursable after the project is complete, and shall not exceed 50% of the total amount spent on eligible activities.

Eligible Applicants

Those eligible for the grant must be property owners or business owners within the geographical boundaries of the Farmington Hills Grand River Corridor Improvement Authority. If the building occupied by the business is leased, five years must be remaining on the lease from the time the project is expected to be complete. There must be written correspondence from the property owner consenting to the proposed improvements and grant application.

Requirements

1. The property must be located in the Farmington Hills Grand River Corridor Improvement Authority District. No projects outside of this district will be considered.
2. The property must be up to date on all taxes and governmental fees.
3. The property must not have any outstanding code enforcement violations.
4. Build-outs specific to new tenant recruitment will be given consideration. Preparation items such as electrical, plumbing, mechanical, and shell improvements related to readying the site for leasing will not be considered.
5. Highest consideration will be given to projects that support the goals and objectives of the Grand River Corridor Improvement Authority.
6. All items purchased or installed must be permanent trade fixtures. Items that can be picked up and moved such as furniture, fixtures, and inventory will not be considered under the Site Improvement Grant.
7. The improvement must be a defined project, not part of an ongoing improvement. No grant will be awarded for work already completed.
8. All plans for the improvements must comply with the City of Farmington Hills plan review process and ordinances.
9. Businesses are eligible for a grant once per fiscal year.
10. The Farmington Hills Grand River Corridor Improvement Authority reserves the right to accept or reject any application based on a review of the value, need and benefit of the project to the Corridor Improvement Authority District, and to award anywhere up to the maximum grant limits, regardless of the requested amount. Amendments and add-ons will not be considered.
11. Applicants will be required to comply with the City of Farmington Hills purchasing policies. All contracts are required to be "by and between" the contractor(s) and the business/property owner. Work must be conducted by licensed and insured workers. It is the responsibility of the applicant to provide the Corridor Improvement Authority with three verifiable quotes for all project work.

Activities

All activities must comply with the City of Farmington Hills design standards, zoning ordinance, building regulations and fire code requirements.

Eligible Activities: Acquisition of adjacent property for expansion, Americans with Disabilities Act compliance items, landscaping and hardscaping, paint, building signage, exterior lighting, parking lot improvements, including resurfacing, and façade upgrades.

Ineligible Activities: Routine or deferred maintenance, repairs or changes mandated by code enforcement, working capital, work done prior to receiving the grant, and services paid for in trade or completed in-house.

Grant Procedure

1. **Pre-Application Meeting:** Meet with the Economic Development Director to determine eligibility, review program requirements, and develop a customized schedule of application submission.
2. **Grant Application Submittal:** Completed applications must be submitted to the Economic Development Director. Electronic applications should be sent to cbrockway@fhgov.com or mailed/delivered to City of Farmington Hills Attn: Samantha Seimer, 31555 W. Eleven Mile Road, Farmington Hills, MI 48336.
3. **Board Review:** The grant application will be placed on the agenda of the next meeting of the Grand River Corridor Improvement Authority Board. It is expected that the applicant will attend the meeting to review the project plans with the Board and answer any questions that may arise. The Board will approve or deny the application.
4. **Construction and Project Tracking:** If awarded a grant, the recipient must obtain three written quotes for all site improvement work to be funded under the grant. It is the responsibility of the recipient to track and maintain all records related to the site improvement project. After the project is complete, the applicant will submit all receipts and the appropriate certificates of completion to the Economic Development Director.
5. **Grant Payout:** City staff and the Grand River Corridor Improvement Authority Board will verify that the completed work matches or exceeds the work on the application and will then authorize payment to the recipient. As a reminder, the total dollar amount of the grant shall not exceed 50% of the total project costs, or the amount authorized by the Corridor Improvement Authority Board during review.

[Site Improvement Grant Application](#)

Grand River Corridor

City of Farmington and Farmington Hills, Michigan, United States

Ph: 248-871-2506

The Grand River Corridor Vision Plan lays out a broad vision for the redevelopment of the Grand River Corridor

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Farmington Grand River Corridor Improvement Authority Staff Report	Board Meeting Date: 1-9-2025	Reference Number
Submitted by: Chris Weber, Assistant City Manager		
Agenda Topic: Farmington Hills CIA Budget Review		
Proposed Motion: Discussion Only.		
Background: At a previous meeting, the Board requested financial information for the Farmington Hills CIA. Attached is financial information for the Farmington Hills CIA from the Farmington Hills FY 24/25 Budget.		
Materials: CIA Excerpt from Farmington Hills FY 24/25 Budget		

CORRIDOR IMPROVEMENT AUTHORITY FUND

FUND NUMBER: 242

Acct. No. Category and Line Item	2021/22 Actual	2022/23 Actual	2023/24 Budgeted	2023/24 Estimated	2024/25 Approved	2025/26 Projected	2026/27 Projected
FUND BALANCE AT JULY 1 (000)	316,787	441,493	642,141	642,141	879,890	895,291	978,656
REVENUES							
403-001 Property Taxes	134,112	193,046	249,708	249,708	262,193	270,059	272,760
505-016 Federal Grants	0	0	0	0	0	0	0
403-020 Delinquent Personal Property	1,937	1,961	1,956	1,956	1,976	2,035	2,055
664-005 Interest Income	1,305	11,142	1,318	1,318	1,331	1,371	1,385
668-001 Unrealized Gains/(Loss)	(12,547)	(5,399)	0	0	0	0	0
TOTAL REVENUES	124,807	200,750	252,982	252,982	265,500	273,465	276,200
OTHER FINANCING SOURCES							
676-101 Transfer from General Fund	0	0	0	0	0	0	0
696-017 Contribution from other Government	0	0	0	0	0	0	0
TOTAL OTHER FINANCING SOURCES	0	0	0	0	0	0	0
TOTAL REVENUE AND OTHER FINANCING SOURCES (015)	124,807	200,750	252,982	252,982	265,500	273,465	276,200
EXPENDITURES							
740-008 Supplies	0	0	0	0	0	0	0
801-004 Consultants	0	0	15,133	15,133	0	0	0
801-012 Legal Fees	0	0	0	0	0	0	0
801-014 Legal Notices	0	0	0	0	0	0	0
801-021 Audit Fees	100	102	100	100	100	100	100
801-033 Marketing	0	0	0	0	0	0	0
801-034 Site Improvement Grant	0	0	0	0	90,000	90,000	90,000
Projects and Corridor Improvement Study	0	0	0	0	160,000	100,000	100,000
970-055 Land Acquisition	0	0	0	0	0	0	0
996-003 Miscellaneous	0	0	0	0	0	0	0
DEPARTMENT TOTAL	100	102	15,233	15,233	250,100	190,100	190,100
Revenues Over/(Under) Expenditures	124,707	200,648	237,749	237,749	15,400	83,365	86,100
FUND BALANCE AT JUNE 30	441,493	642,141	879,890	879,890	895,291	978,656	1,064,756