

CITY OF WARREN
TAX INCREMENT FINANCE AUTHORITY
MINUTES OF THE BOARD

Meeting held on December 11, 2025

A regular meeting of the City of Warren Tax Increment Finance Authority was called for 9:00 a.m. on Thursday, December 11, 2025 held at the Burnette Branch Library, located at 23345 Van Dyke, Warren, MI 48089.

Present:

Hassen Charara, Chairman
Eric Hunter, Vice Chair
Jim Hensley
Sue McHugh-Cilia
Ronald Gerst
Joseph Toupin
Kabir Ahmed

Absent:

Helen Hicks

1. Call to Order

The meeting was then called to order at 9:00 a.m.

2. Pledge of Allegiance

3. Roll Call

A motion was made by Ms. Cilia, supported by Mr. Ahmed, to excuse absent members.

No opposition, the motion passed.

4. Adoption of Agenda

Motion:

A motion was made by Mr. Hunter, supported by Mr. Toupin, to adopt the agenda for December 11, 2025

No opposition, the motion passed.

5. Approval of Minutes (November 13, 2025)

Motion:

A motion was made by Mr. Toupin, supported by Mr. Hunter, to approve the November 13, 2025 meeting minutes.

No opposition, the motion passed.

6. Audience Participation

7. Old Business

A. Update: Corridor Plan (Tom Bommarito)

Mr. Bommarito provided an update regarding the Corridor Plan. He informed the Board that City Council has officially approved the plan and that future decisions will involve additional stakeholders like MDOT. Mr. Bommarito also noted that, as the City moves forward with planned upgrades and repairs, preliminary discussions have begun on strategies to better protect the trees along the roadway.

B. Business Climate and Community Engagement Survey (Tom Bommarito)

Mr. Bommarito reported that at the last meeting, the board elected Mr. Charara and Ms. Hicks to serve on the RFP Committee. He also noted that this item is on the upcoming DDA agenda for the DDA Board to appoint two additional members to the committee. Mr. Bommarito further explained that this survey will not only aid in updating the TIFA Development Plan and the City's Master Plan, but will also help create a more accurate and comprehensive database to improve communications with businesses within the DDA/TIFA Districts.

8. New Business

A. Purchase of Vacant Land (Tom Bommarito)

The first property discussed was 23858 Van Dyke Avenue. Mr. Bommarito outlined a vision for TIFA to purchase the site, remove the outdated perimeter fence, and convert it into a greenspace or mini pocket park to support corridor beautification. As the property sits directly adjacent to TIFA's first mural and serves as a start/end point of the Stephens Greenway Initiative, enhancing this area would further elevate the district's identity and draw positive attention to TIFA's ongoing placemaking efforts. Mr. Manikas added that he has applied for the Ralph C. Wilson, Jr. Legacy Funds Grant, which—if awarded—could help fund corridor improvements and offset costs associated with activating the lot.

Mr. Bommarito then referenced a vacant lot on Fisher owned by Chairman Charara, noting that additional parking in this area would benefit the district. He has asked Chairman

Charara to consider donating the property, or a similar arrangement, to support the creation of added public parking for nearby businesses and the community.

Finally, Mr. Bommarito reported that the Economic Development Department is meeting with a new developer who recently purchased a former appliance store and has begun renovating the building. The developer appears to be underfunded, and staff are working to identify a path forward to help them open. Mr. Bommarito stressed the importance of offering guidance and outlining available resources to support a successful project outcome.

B. Purchase Agreement for 23158 Van Dyke (Tom Bommarito)

Mr. Bommarito provided an update on the property at 23158 Van Dyke, noting that the original plan to rehabilitate the building shifted after further evaluation, leading staff to seek demolition projections from Engineering and ultimately list the property for sale. The site has been on the market for about two months, with early interest not moving forward. One formal offer of \$80,000 has been received.

Mr. Bommarito asked the board for direction on whether to accept, decline, or counter the offer, noting that any approval would be contingent upon City Attorney review and revisions to the purchase agreement. Board members expressed concerns about the buyer's intentions for the property and requested a conceptual rendering or proposal of the buyer's plans before making a final decision.

Motion:

A motion was made by Mr. Toupin, supported by Mr. Gerst, to table the item until the interested party provides rendering.

9. Approval of the List of Bills

As part of the List of Bills, Mr. Shahadat Khandaker addressed the board to provide an update on his façade improvement project. He reported that the exterior work has been completed. In addition, the board inquired about the status of the interior, the Certificate of Occupancy, and whether all inspections had been finalized. Mr. Khandaker confirmed that the interior renovations are finished, a Certificate of Occupancy has been issued, and all inspections have been successfully completed. He noted that the building has been significantly revitalized, including the installation of new windows and a new door.

The reimbursement amount requested is \$7,064.06. Mr. Bommarito stated that staff, including Tiffany and Olivia, thoroughly reviewed all submitted receipts and verified that the work was completed as described.

Mr. Hunter commented that Mr. Khandaker did an excellent job restoring the building and commended the improvements made to the property.

Motion:

A motion was made by Mr. Hunter, supported by Mr. Gerst, to approve the release of payments as outlined in the December 11, 2025, List of Bills

Roll Call:

Ms. Cilia	Yes
Mr. Hunter	Yes
Mr. Gerst	Yes
Mr. Ahmed	Yes
Mr. Toupin	Yes
Mr. Hensley	Yes
Mr. Charara	Yes

No opposition, the motion passed.

10. Good of the Order

11. Next TIFA Regular Meeting is Thursday, January 8, 2026, at 9:00 AM, in the Burnette Branch Library

12. Adjournment

Motion:

A motion was made by Mr. Toupin, supported by Mr. Hensley, to adjourn.

The motion passed unanimously.

Meeting adjourned at 9:50 a.m.

X

Hassen Charara
TIFA Chairperson

X

Tom Bommartio
TIFA Director

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