



TIFA BOARD MEMBERS

Hassen Charara, Chairperson

Eric Hunter, Vice Chairperson

Susan McHugh-Cilia

Ronald Gerst

Helen Hicks

Joseph Toupin

Kabir Ahmed

Jim Hensley

A REGULAR MEETING OF THE TIFA
THURSDAY, FEBRUARY 12, 2026 AT 9:00 A.M.
AT THE BURNETTE BRANCH LIBRARY:
23345 VAN DYKE
WARREN, MI 48089

AGENDA

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

- Motion to excuse absent members (if any)

4. ADOPTION OF AGENDA

- Motion to adopt the February 12, 2026 agenda

5. APPROVAL OF MINUTES (January 8, 2026)

- Motion to approve of the January 8, 2026 meeting minutes

6. AUDIENCE PARTICIPATION

7. OLD BUSINESS

- A. Potential Acquisition of 23858 Van Dyke Avenue (Tom Bommarito)
- B. TIFA Interest in Acquisition of 7567 Continental Avenue (Tom Bommarito)
- C. Discussion and Possible Action Regarding Potential Sale of 23158 Van Dyke Avenue (Tom Bommarito)

8. NEW BUSINESS

- A. Discussion about Desirable Business for the Corridor (Tom Bommarito)

9. FINANCIAL REPORT (Mark Knapp)

10. APPROVAL OF LIST OF BILLS (Attached)

11. GOOD OF THE ORDER

12. Next TIFA Regular Meeting is Thursday, March 12, 2026, at 9:00 AM, in the Maybelle Burnette Library

13. ADJOURNMENT

- Motion to adjourn

DDA/TIFA, CED, CDBG and BROWNFIELD

CITY OF WARREN TAX INCREMENT FINANCE AUTHORITY MINUTES OF THE BOARD

Meeting held on January 8, 2026

A regular meeting of the City of Warren Tax Increment Finance Authority was called for 9:00 a.m. on Thursday, January 8, 2026 held at the Burnette Branch Library, located at 23345 Van Dyke, Warren, MI 48089.

Present:

Hassen Charara, Chairman
Eric Hunter, Vice Chair
Ronald Gerst
Joseph Toupin
Helen Hicks
Kabir Ahmed

Late Arrival:

Sue McHugh-Cilia (arrived at 9:14 a.m. during Item 8A)

Absent:

Jim Hensley

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 Mr. Toupin, supported by Mr. Gerst, to excuse absent members.

No opposition, the motion passed.

4. Adoption of Agenda

Motion:

A motion was made by Mr. Gerst, supported by Ms. Hicks, to adopt the agenda for January 8, 2026.

No opposition, the motion passed.

5. Approval of Minutes (December 11, 2025)

Motion:

A motion was made by Mr. Gerst, supported by Mr. Toupin, to approve the December 11, 2025 meeting minutes.

No opposition, the motion passed.

6. Audience Participation

None

7. Old Business

None

8. New Business

A. 2026 TIFA Goals & Budget Priorities

The Board held a discussion regarding preliminary 2026 TIFA goals and budget priorities. It was noted that no formal action was required at this time, as the item was intended for discussion purposes only.

Mr. Bommarito explained that a proposed 2026 TIFA budget will be prepared and distributed to the Board via email for review. Board members were encouraged to review the draft and provide feedback regarding any items that should be adjusted, added, or reconsidered. It was noted that the proposed budget is expected to be largely consistent with the prior year's budget, including allocations for public art, parking improvements, and related infrastructure needs.

Discussion included potential parking lot improvements and engineering studies for sidewalks and other infrastructure within the district, as well as the possibility of acquiring certain properties to support long-term redevelopment goals. It was noted that some parking improvements may proceed this year, while others may be deferred to future budget cycles.

Mr. Bommarito revisited the previously discussed business and property owner survey as a first step toward updating long-range planning efforts. The survey would be used to better understand business needs, improve communication within the district, and develop a more comprehensive and accurate database of both business owners and property owners. This effort would also help inform future development priorities and event coordination.

It was reported that two representatives from the TIFA Board (Mr. Charara and Ms. Hicks) and two representatives from the DDA Board (Mr. Wiegand and Mr. Petzold) have been appointed to sit on a subcommittee and partake in the RFP review process related to the business and property owner survey initiative. The survey process may include separate question sets for existing businesses and vacant property owners to ensure relevant information is collected.

Additional discussion emphasized the importance of having a general directional plan to guide future spending decisions, including parking improvements, streetscape enhancements, security measures, and other infrastructure investments. The Board expressed support for receiving a forecast-style budget outlining anticipated allocations to assist with long-term planning and coordination with the DDA and City Council.

Mr. Bommarito indicated that the Board would be kept informed as the proposed budget and survey process move forward.

9. Approval of the List of Bills

None

10. Good of the Order

Louie's Property Update:

Mr. Bommarito provided an update regarding the previously discussed request for redevelopment plans/renderings for the Louie's Bar property. He reported that he spoke with Scott Zemens, TIFA Realtor, who indicated that his consultant continues to work on the plans. Mr. Bommarito noted that delays were related in part to the holiday period and a misunderstanding regarding the meeting date; however, Mr. Zemens confirmed that interest in the project remains.

Stephens Road Property Discussion:

Mr. Bommarito reported that follow-up efforts with the Stephens Road property owner have not yet resulted in a response. He noted that while there was initial interest, discussions have since stalled. Board discussion reflected general support for pursuing acquisition of the property to address existing blight and improve the appearance of the corridor. Potential future uses discussed included removal of fencing, streetscape improvements, picnic tables, and enhanced visibility of the adjacent mural.

Stephens Road Greenway Project:

Mr. Bommarito also shared information regarding an ongoing multi-community corridor planning effort along Stephens Road, extending from Van Dyke east toward St. Clair Shores. The initiative involves collaboration with Center Line, Eastpointe, and St. Clair Shores and is supported by a SEMCOG grant to fund planning services. The study will explore potential enhancements such as bike lanes, connectivity improvements, and corridor amenities. Mr. Bommarito noted that acquisition of the Stephens Road property (corner of Stephens and Van Dyke) could further support these efforts through features such as bicycle repair stations or corridor signage.

Additionally, Mr. Bommarito stated that staff is exploring another grant opportunity to support signage and corridor improvements, with an application anticipated later this month.

John B. Avenue Grant Update & Women’s Luncheon:

Ms. Hicks reported that **Habitat for Humanity** recently received a third grant for improvements along John B. Avenue, designated specifically for an additional roof replacement. She noted that these investments continue to support efforts to stabilize and improve the corridor. Ms. Hicks also shared that Mayor Stone has accepted the invitation to serve as the guest speaker at the upcoming Women’s Luncheon. It was noted that the Mayor will be provided extended speaking time and may reference community and redevelopment efforts, particularly in southern Warren, where much of the current work is focused.

Next TIFA Regular Meeting is Thursday, February 12, 2026, at 9:00 AM, in the Burnette Branch Library

11. Adjournment

Motion:

A motion was made by Mr. Hunter, supported by Mr. Ahmed, to adjourn, all were in favor.

The motion passed unanimously.

Meeting adjourned at 9:22 a.m.

Minutes prepared by: Tiffany Nawrocki
DDA/TIFA Assistant
Phone: (586) 574-4676
E-mail: tnawrocki@cityofwarren.org

X Signed by:
Hassen Charara
8713E4C3B768428

Hassen Charara
TIFA Chariperson

X Signed by:
Tom Bommarito
6F52A3F325A947D...

Thomas Bommarito
TIFA Director



DDA / TIFA DIRECTOR'S OFFICE

ONE CITY SQUARE, SUITE 215
WARREN, MI 48093-6726
(586) 574-4529
www.cityofwarren.org

January 26, 2026

Tax Increment Finance Authority
City of Warren
One City Square
Warren, MI 48093

Re: Intent to Acquire Property – 23858 Van Dyke Avenue (Parcel No. 13-27-301-001)

Dear TIFA Board Members:

This letter is intended to outline the Tax Increment Finance Authority's preliminary intent and rationale for acquiring the property located at 23858 Van Dyke Avenue, situated at the corner of Stephens Road and Van Dyke Avenue (Parcel No. 13-27-301-001).

This site represents a strategic opportunity within the TIFA district due to its visibility, location, and flexibility for future public-oriented uses. The property currently contains fencing that creates a closed and visually uninviting appearance at a key gateway intersection. Acquisition of this parcel would allow the Authority to remove those barriers and transform the site into a more open, welcoming community asset.

The property offers multiple potential short- and long-term uses, including but not limited to:

- Enhancing visibility and public access to the mural installed on the neighboring site in 2024
- Creation of a small pocket park with seating and landscaping
- Expansion of public or shared parking in a highly visible corridor
- Development of a bicycle-friendly rest area with seating, repair, and recharge amenities

Public Benefit

The proposed acquisition of 23858 Van Dyke Avenue provides a direct public benefit by advancing placemaking, connectivity, and long-term redevelopment goals within the TIFA district. Redevelopment of this highly visible corner would enhance pedestrian and cyclist accessibility, improve the overall streetscape, and contribute to a safer and more welcoming public environment. Removal of the existing fencing and activation of the site

would eliminate a negative visual condition at a key gateway intersection, while supporting public art, outdoor gathering space, and non-motorized transportation amenities.

In addition, the property's role as a potential anchor point for the Stephens Greenway Project would strengthen regional connectivity by linking neighborhoods, recreational assets, and commercial areas across multiple participating communities, including Center Line, Warren, St. Clair Shores, and Eastpointe. Strategic control of this site would allow the Authority to guide future improvements in a manner that maximizes public access, supports adjacent investment, and aligns with the goals and objectives of the TIFA Plan.

Acquisition of this property would provide the Authority with flexibility to support incremental development, public space improvements, and future infrastructure investments. While final design and programming decisions would be subject to further evaluation and Board direction, ownership of the site would preserve these opportunities and prevent incompatible private use at a critical location within the district.

This letter is intended to document TIFA's intent and to support Board consideration of the proposed acquisition and discussion of an appropriate acquisition price range.

Please feel free to contact me should you have any questions or require additional information.

Sincerely,

A handwritten signature in blue ink, appearing to read "Tom Bommarito", with a stylized, cursive script.

Tom Bommarito
TIFA Director
City of Warren



DEPARTMENT OF COMMUNITY, ECONOMIC
& DOWNTOWN DEVELOPMENT

ONE CITY SQUARE, SUITE 215
WARREN, MI 48093-6726
(586) 574-4676
www.cityofwarren.org
www.filmwarren.org

January 21, 2026

To Whom It May Concern:

RE: Letter of Intent – TIFA Interest in 7567 Continental Avenue

This letter documents the potential interest of the Tax Increment Finance Authority's (TIFA) in the acquisition of the property located at 7567 Continental Avenue and outlines the public purpose associated with such an acquisition for legal review.

Property Background and Condition

Jonathon Kovach, executor of his late father's estate, expressed interest in transferring the property to a public entity for productive use. The residential structure is in poor condition, including a failing roof and deferred maintenance, and would likely require demolition in the future.

TIFA Interest and Intended Use

The property is located immediately adjacent to a newly constructed fire station at 23211 Van Dyke Avenue, making it strategically valuable for TIFA-related purposes, including land assembly, support infrastructure, and long-term redevelopment planning within the district.

Prior to demolition, the structure may offer short-term opportunities for public safety training exercises, such as search and rescue or roof ventilation training. The existing garage may also be suitable for interim storage in support of public operations. In the long term, the property may be incorporated into the fire station site, repurposed for blight or maintenance operations, or utilized to support additional parking, which is a documented need within the district.

Potential Acquisition Framework

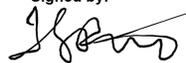
TIFA is exploring acquisition of the property at a cost equivalent to the outstanding back taxes (approximately \$3,084.39). Mr. Kovach has indicated openness to either a donation or purchase structure, subject to legal feasibility and approval.

Purpose of This Letter

This letter documents TIFA's preliminary interest and is not a formal offer. An offer is subject to legal review of the property, and formal approval of the Tax Increment Finance Authority. If you

are interested in proceeding with further discussion and development of the preliminary documents, please contact, Tom Bommarito, TIFA Director, at 586-574-4676.

Respectfully,

Signed by:

6F52A3F825A947D
Tom Bommarito
DDA/TIFA Director
City of Warren





Before



After





WARREN TIFA

Item 9

2/12/2026

Required Formal Approval of the Following:

PAYEE	DATE OF INVOICE	GL Account #	AMOUNT	Invoice #	PO#	DETAILS
Hubbell, Roth & Clark, Inc.	1/27/2026	495-9495-80100	\$11,998.80	229266 & 232254	NON-PO	Parking Lot 4 Improvements - Design and Admin (TIFA approved 5/8/25)
TOTAL:			<u>\$11,998.80</u>			



**Engineering Division
Payment Request**

Date: January 27, 2026

To: Tax Increment Finance Authority Board

From: Engineering Division

Re: Payment No. 64 **Docusign**
 Contract: RFP-W-0592 Professional Engineering Services
 Invoice #: 229266
 Improvement: Parking Lot 4 Improvements
 Activity: Design and Admin (TIFA approved 5/8/25)

Payee: Hubbell, Roth & Clark, Inc.
P.O. Box 824
Bloomfield Hills, MI 48303-0824

	This Project	Total Contract
Original Contract Amount (approved 11/18/23)	\$ 23,600.00	_____
Contract Renewal - No Current Cap	_____	_____
Current Amended Contract Amount	_____	_____
Amount this Billing	\$ 3,199.68	\$ 3,199.68
Previously Approved Work to Date	\$ -	\$ 863,342.98
Total Work Performed as of: 06/30/25	\$ 3,199.68	\$ 866,542.66

Total Amount Due this Payment \$ 3,199.68

Chargeable to:	TIFA	495-9495-80100	100.00%	\$	3,199.68
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Chargeable to:			0.00%	\$	-
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Prepared By:

DocuSigned by:

FE042068D0764F1...
 Tina G. Gapshes, P.E.
 City Engineer

Approved for Payment:

DocuSigned by:

874D906BFD6E4E9...
 Mark Knapp
 Assistant Controller

cc: Payee



HUBBELL, ROTH & CLARK, INC.
CONSULTING ENGINEERS
PO BOX 824
BLOOMFIELD HILLS, MICHIGAN 48303-0824
(248) 454-6300

July 21, 2025
Project No: 20240777.07
Invoice No: 0229266

CITY OF WARREN
ENGINEERING DIVISION
ONE CITY SQUARE
SUITE 300
WARREN, MI 48093

WARREN MUNICIPAL PARKING LOT NUMBER 4
PLANS AND SPECIFICATIONS
Professional Services for period ending June 30, 2025

Fee	202,000.00		
Fee Percentage	7.92		
Total Fee	15,998.40		
Percent Complete	20.00	Total Earned	3,199.68
		Previous Fee Billing	0.00
		Current Fee Billing	3,199.68
		Total Fee	3,199.68
		Total Due this Invoice	\$3,199.68



**Engineering Division
Payment Request**

Date: January 27, 2026

To: Tax Increment Finance Authority Board

From: Engineering Division

Re: Payment No. 65 **Docusign**
 Contract: RFP-W-0592 Professional Engineering Services
 Invoice #: 232254
 Improvement: Parking Lot 4 Improvements
 Activity: Design and Admin (TIFA approved 5/8/25)

Payee: Hubbell, Roth & Clark, Inc.
P.O. Box 824
Bloomfield Hills, MI 48303-0824

	This Project	Total Contract
Original Contract Amount (approved 11/18/23)	\$ 23,600.00	_____
Contract Renewal - No Current Cap	_____	_____
Current Amended Contract Amount	_____	_____
Amount this Billing	\$ 8,799.12	\$ 8,799.12
Previously Approved Work to Date	\$ 3,199.68	\$ 866,542.66
Total Work Performed as of: 10/11/25	\$ 11,998.80	\$ 875,341.78

Total Amount Due this Payment \$ 8,799.12

Chargeable to:	TIFA	495-9495-80100	100.00%	\$	8,799.12
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Chargeable to:			0.00%	\$	-
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Prepared By:

DocuSigned by:

EE012968B0764E1
 Tina G. Gapshes, P.E.
 City Engineer

Approved for Payment:

DocuSigned by:

874B09CBED6E4E8
 Mark Knapp
 Assistant Controller

cc: Payee



HUBBELL, ROTH & CLARK, INC.
CONSULTING ENGINEERS
PO BOX 824
BLOOMFIELD HILLS, MICHIGAN 48303-0824
(248) 454-6300

November 5, 2025
Project No: 20240777.07
Invoice No: 0232254

CITY OF WARREN
ENGINEERING DIVISION
ONE CITY SQUARE
SUITE 300
WARREN, MI 48093
ATTN: TINA GAPSHES, P.E. CITY ENGINEER
WARREN MUNICIPAL PARKING LOT NUMBER 4
PLANS AND SPECIFICATIONS

Professional Services for period ending October 11, 2025

Fee	202,000.00		
Fee Percentage	7.92		
Total Fee	15,998.40		
Percent Complete	75.00	Total Earned	11,998.80
		Previous Fee Billing	3,199.68
		Current Fee Billing	8,799.12
		Total Fee	8,799.12
		Total Due this Invoice	\$8,799.12