

CITY OF WARREN
DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES OF THE BOARD

Meeting held on April 1, 2026

A regular meeting of the City of Warren Downtown Development Authority was called for 3:00 pm on Wednesday, April 1, 2026, 2026.

Present:

Mayor Lori M. Stone

Oscar Zamora

Gina Cavaliere

Tom Petzold

Michael Wiegand (participated remotely via phone)

Absent:

Joseph Vicari

Hank Riberas

Gregory Jackson

1. Call to Order

Mayor Lori Stone called the meeting to order at 3:03 pm.

2. Roll Call

MOTION:

A motion was made by Mr. Petzold, supported by Mr. Zamora, to excuse the absent members.

No opposition, the motion passed

3. Adoption of Agenda

MOTION:

A motion was made by Mr. Zamora, supported by Mr. Petzold, to adopt the agenda.

No opposition, the motion passed

4. Audience Participation

5. Approval of Minutes (March 9, 2026) (pg. 1)

MOTION:

A motion was made by Mr. Zamora, supported by Mr. Wiegand, to approve the March 9, 2026 DDA meeting minutes.

No opposition, the motion passed

6. Old Business (pg. 9)

A. Receive and File: Arsenal Alliance Consulting Agreement (Kristina Lodovisi/Tom Bommarito [pg. 9])

The Board received an overview of the Arsenal Alliance initiative, which focuses on strengthening the region's defense industry through strategic planning, federal engagement, workforce development, and stakeholder coordination.

It was noted that the City of Warren and the City of Sterling Heights are each contributing funding toward the initiative, with services being provided by AECOM Great Lakes, Inc. as part of a multi-year contract.

MOTION:

A motion was made by Ms. Cavaliere, supported by Mr. Zamora, to receive and file.

No opposition, the motion passed

7. New Business (pg. 44)

A. Enclosure Consulting and Structural Engineering Services – PSI (Jason Spiller [pg. 44])

Mr. Spiller presented a request for funding to address ongoing moisture and condensation issues at the Warren Community Center. He explained that the facility has experienced significant condensation during winter months, resulting in leaks, rust, and potential long-term structural concerns.

It was noted that the pool and fitness center share an HVAC system, which has contributed to the humidity imbalance. Temporary solutions, including humidifiers, have been implemented, but a permanent solution is needed.

The proposed services include infrared scanning, structural evaluation, and exploratory analysis to identify underlying issues and develop long-term corrective

measures. Board members discussed concerns related to potential mold and the importance of proactively addressing the issue before the next winter season.

MOTION:

A motion was made by Mr. Zamora, supported by Ms. Cavaliere, to approve funding for enclosure consulting and structural engineering services by PSI in the amount of \$23,500.00.

ROLL CALL:

The motion carried unanimously as follows:

Mr. Zamora	Yes
Ms. Cavaliere	Yes
Mr. Wiegand	Yes
Mr. Petzold	Yes
Mayor Stone	Yes

No opposition, the motion passed

B. Request for Funding: City Building ADA Improvements Priority 2 – Hubble, Roth & Clark (Tina Grapshes [pg. 59])

Ms. Grapshes presented a request for Priority 2 ADA improvements for both the Warren Community Center and Police Headquarters. She explained that Priority 1 improvements are currently underway and that Priority 2 focuses primarily on staff-accessible areas rather than public-facing spaces.

Board discussion centered on whether it is appropriate to invest in improvements at the Police Headquarters given potential long-term redevelopment considerations. Questions were raised regarding whether funds should be allocated to a facility that may be replaced in the future.

Additional discussion addressed compliance requirements, accessibility obligations, and how priority levels are determined under ADA guidelines. It was noted that some areas of the Police Department are accessible to the public, including hallways and certain interview areas.

The Board ultimately agreed to move forward with the Community Center portion of the project while deferring the Police Headquarters portion for further evaluation and discussion regarding long-term planning.

MOTION:

A motion was made by Ms. Cavaliere, supported by Mr. Petzold, to approve funding for the Community Center portion of the ADA improvements project, in an

amount not to exceed \$25,000.00, and to defer the Police Headquarters portion pending further discussion.

ROLL CALL:

The motion carried unanimously as follows:

Ms. Cavaliere	Yes
Mr. Wiegand	Yes
Mr. Petzold	Yes
Mr. Zamora	Yes
Mayor Stone	Yes

No opposition, the motion passed

C. Request for Funding: Repairs to Existing Car #3 Elevator in the Parking Garage – TK Elevator (Jeff Reeves [pg. 65])

Jeff Reeves, Building Maintenance Director, presented a request for repairs to Elevator Car #3 following water damage caused by a separated roof drain pipe. He explained that extreme winter conditions contributed to the failure, resulting in water intrusion into the elevator system.

Repairs have already been made to stabilize the pipe and prevent further damage. The requested funding will address the elevator repairs and bring the system into compliance with upcoming state requirements.

Board members discussed the age of the infrastructure, ongoing maintenance needs, and the benefits of addressing compliance requirements proactively.

MOTION:

A motion was made by Ms. Cavaliere, supported by Mr. Petzold, to approve funding repairs to car #3 elevator in the parking garage in the total amount of \$94,230.80, and to authorize a 50% down payment in the amount of \$47,115.40 to TK Elevator to initiate the order.

ROLL CALL:

The motion carried unanimously as follows:

Ms. Cavaliere	Yes
Mr. Petzold	Yes
Mr. Wiegand	Yes
Mr. Zamora	Yes
Mayor Stone	Yes

No opposition, the motion passed

D. Request for Funding: P.D. Handicap Door Operator Repair – Great Lakes Security Hardware (Zachery Lemond [pg. 78])

Mr. Reeves, Building Maintenance Director, spoke to this item on behalf of Mr. Lemond, who was unable to attend the meeting. The Board was informed that the existing accessible door operator at the Police Department is no longer functioning and is one of the primary accessible entry points into the building.

It was noted that the equipment is original and has reached the end of its useful life. Replacement is necessary to maintain ADA accessibility compliance and ensure safe and reliable access for all individuals.

MOTION:

A motion was made by Mr. Petzold, supported by Mr. Zamora, to approve funding for purchase and install of accessible Door Operator by Great Lakes Security Hardware in the amount of \$3,460.00

ROLL CALL:

The motion carried unanimously as follows:

Mr. Petzold	Yes
Mr. Zamora	Yes
Ms. Cavaliere	Yes
Mr. Wiegand	Yes
Mayor Stone	Yes

No opposition, the motion passed

E. Adoption of the Fiscal 2026 DDA Budget (Richard Fox/Mark Knapp [pg. 81])

Mr. Fox, City Controller, along with Mr. Knapp, Assistant Controller, presented the Fiscal Year 2026 Downtown Development Authority (DDA) Budget. They explained that the budget includes standard reappropriations for projects approved in prior fiscal years but not completed by the end of the fiscal year, allowing those funds to carry forward into the new fiscal year.

Mr. Fox further explained that the budget includes a component related to Act 345 funding, which would allow the DDA to transfer a portion of captured funds to the City's General Fund to assist with police and fire pension and healthcare obligations. It was noted that this approach has been utilized in prior years and was incorporated into the budget as adopted by City Council.

Board members engaged in extensive discussion regarding this component of the budget. Questions were raised concerning the legality, appropriateness, and intent of transferring DDA-captured funds to the General Fund. It was noted that while the

DDA has the authority to capture certain millages, there was concern about whether reallocating those funds for general pension and healthcare costs aligns with the statutory purpose of the DDA, which is to reinvest in the district.

Discussion also included concerns regarding potential liability and transparency, including how such transfers are documented, whether taxpayers could challenge the use of those funds, and whether the Board has clear legal authority to approve such transfers. It was further noted that differing opinions had been received from various parties regarding whether this practice is appropriate.

Mr. Fox indicated that the City has previously worked with financial and legal advisors regarding this matter and that resolutions approved by the Board in prior years have authorized such transfers. He further explained that failure to approve the transfer could create financial challenges for the General Fund, as the City is obligated to fund police and fire pension and healthcare costs regardless.

Board members emphasized that their primary concern was not the need for funding within the General Fund, but rather ensuring that any action taken by the DDA is legally sound and within the authority of the Board. Members requested clarification from appropriate subject matter experts, including legal counsel and bond counsel, to ensure compliance with applicable laws and policies.

Following discussion, the Board reached a consensus that additional information and guidance are necessary before taking action on the budget.

MOTION:

A motion was made by Ms. Cavaliere, supported by Mr. Petzold, to table the adoption of the Fiscal 2026 DDA Budget pending further legal and financial review, including consultation with appropriate legal and financial advisors.

No opposition, the motion passed

8. Approval of the List of Bills (pg. 81)

The Board reviewed the April 1, 2026 List of Bills. It was noted that the final list will include the 50% down payment for the elevator repairs by TK Elevator.

MOTION:

A motion was made by Mr. Zamora, supported by Mr. Petzold, to approve the April 1, 2026 List of Bills

ROLL CALL:

The motion carried unanimously as follows:

Mr. Zamora

Yes

Mr. Petzold	Yes
Mr. Wiegand	Yes
Ms. Cavaliere	Yes
Mayor Stone	Yes

No opposition, the motion passed

9. Good of the Order

A. Library Event – Lance Parrish and Tom Gage on May 19, 2026:

It was announced that a special event will be held at the Warren Public Library featuring Lance Parrish and Tom Gage for a question-and-answer session. The event will begin at 6:00 p.m. and requires pre-registration. Residents were encouraged to contact the library for additional information and registration details.

B. Historical Display – America 250th Celebration:

Board members noted that a historical display recognizing the 250th birthday of the United States is currently set up outside the historical gallery at the Community Center. The display is located in the hallways and showcases historical information for public viewing.

C. Eight Mile Boulevard Association Cleanup:

The Eight Mile Boulevard Association will be hosting cleanup events scheduled for Monday, April 13 and Saturday, April 18. Community members interested in participating were encouraged to sign up online and assist with beautification efforts along the corridor.

D. Empowering Civic Engagement Series – Building Department Focus:

An upcoming session in the “Empowering Civic Engagement” series will focus on the Building Department. The event is scheduled for April 23 and will provide residents with information on departmental operations and services. Interested individuals were encouraged to register.

E. Citywide Spring Cleanup:

The City will host its annual Spring Cleanup on Saturday, April 25. It was noted that recent cleanup efforts have shifted focus from parks to major roadways and half-mile roads to improve overall community appearance following the winter season. Residents were encouraged to contact the Mayor’s Office to participate.

F. Macomb Community College Virtual Job Fair:

Macomb Community College will host a virtual job fair on Wednesday, April 29 as part of its career services programming. The event will provide employment opportunities and resources for job seekers.

G. Community Check-In:

The Mayor’s next Community Check-In is scheduled for April 30. It was noted that

the March session was canceled, and the upcoming meeting will provide residents an opportunity to engage directly with City leadership.

H. Asian American and Pacific Islander (AAPI) Celebration:

The City will host its AAPI Celebration on Saturday, May 2 at the Warren Community Center. The event will feature over 30 vendors, including artists, musicians, and performers, highlighting cultural diversity and community engagement.

I. Warren Restaurant Week:

Warren Restaurant Week will take place from April 10 through April 19, 2026, with approximately 33 participating restaurants. The event will feature a variety of local establishments offering specials and promotions to encourage residents to support small businesses. Several participating restaurants were highlighted during the discussion, including both established and newly opened businesses.

J. Warren Garden Club Events:

It was noted that the Warren Garden Club has upcoming events, including a meeting scheduled for April 8, a luncheon on April 15, and a pruning workshop. These events provide opportunities for residents to participate in gardening activities and community engagement.

K. FIRST Robotics Event:

Ms. Cavaliere stated that if any parents are looking for something fun to do with their children on April 2, a FIRST Robotics event will be held at Troy Athens High School, with Warren-based teams participating. The event provides an opportunity to observe robotics teams in action, interact with participants, and see how classroom concepts are applied in real-world settings.

10. Next DDA Regular Meeting is scheduled for Wednesday, May 6, 2026, at 3:00 PM, in the City Hall 1st Floor Conference Room.

11. Adjournment

MOTION:

A motion was made by Mr. Petzold to adjourn.

The April 1, 2026 DDA meeting adjourned at 3:57 pm.

X

Thomas Bommarito
DDA Director

X

Lori M. Stone
Mayor