



Corridor Improvement Authority Board

Regular Meeting Minutes

Wednesday, September 24, 2025 - 1:00 p.m.

City of Plymouth
201 S. Main Street
Plymouth, Michigan 48170

www.plymouthmi.gov
734-453-1234

1. CALL TO ORDER

Mayor Deal called the meeting to order at 1:00 p.m.

Present: Mayor Suzi Deal, Michael Burkey, Nikki Johnson, Rebecca Nicholson, Kyle Sinkus, Alex Sugg, Mark Waller

Excused: All Board Members Present

Also present: Economic Development Director John Buzvuis, Finance Director/Treasurer John Scanlon, and Community Development Coordinator Haley Hall

2. CITIZENS COMMENTS

None.

3. BOARD TRAINING SESSION- Carlisle Wortman

Mayor Deal welcomed everyone to the meeting and introduced Richard Carlisle and Matteo Passalacqua, the consultants from Carlisle Wortman. Carlisle Wortman staff presented using PowerPoint and covered the following topics specifically:

- What a Corridor Improvement Authority (CIA) is
- What the development and Tax Increment Finance Plan (TIF) are and their duration of 25 years
- Boundaries of the district
- Board membership requirements
- Open Meetings Act (OMA)
- Roles, responsibilities, and legal requirements of board
- Initial job of the CIA board is to review, refine, and recommend the draft CIA plan to the City Commission for consideration
- CIA funding and budget
- Tax Increment Finance process
- Estimated tax capture

General discussion was held by the board, administration and citizens about the following topics:

- More discussion on how TIF funding works
- Regular meeting schedule
- The process for plan approval moving forward culminating in consideration of the plan (as recommended by the CIA Board) for approval by the City Commission in early 2026 by May at the latest
- The opportunity for other taxing entities such as Wayne County, Schoolcraft College to "opt out" of having their tax revenue "captured"
- Pitfalls to look out for with the other taxing jurisdictions and within the CIA Board as well
- Administrative costs for the CIA district and staffing model

- Given the potential administrative costs the city should consider a budgetary allocation instead of the CIA capture specifically if Wayne County opts out of the capture
- Prudent budgetary stewardship of city budget dollars
- Continued City investment in Old Village in addition to the CIA budget
- Date/time for next meeting (tentatively scheduled week of October 13th)

4. ADJOURNMENT

Waller made a motion to adjourn. Motion seconded by Kyle Sinkus

There was a voice vote.

The motion carried unanimously.

The meeting was adjourned at 2:37 p.m.