

Downtown Development Authority Meeting
Madison Heights, Michigan
July 18, 2023

A Downtown Development Authority Meeting was held on Tuesday, July 18, 2023 at 8:00 AM at City Hall - Executive Conference Room, 300 W. 13 Mile Rd.

Chairperson Van Buren called the meeting to order at 8:10 a.m.

PRESENT

Member Gordon Davignon
Mayor Roslyn Grafstein
Vice-Chair Yousif Jarbo
Member Joseph Keys
Member Joe Marando
Member Melissa Marsh
Member Lenea Renshaw
Member Michael Sheppard
Chair Michael Van Buren

ABSENT

Member Rickey Busler
Member Ruth Charlebois

OTHERS PRESENT

Community and Economic Development Director Giles Tucker
City Clerk Cheryl Rottmann

DDA-23-24. Excuse Members.

Motion made by Member Marsh, Seconded by Member Sheppard, to excuse Members Busler and Charlebois from today's meeting.

Voting Yea: Member Davignon, Mayor Grafstein, Vice-Chair Jarbo, Member Keys,
Member Marando, Member Marsh, Member Renshaw, Member Sheppard,
Chair Van Buren

Motion carried.

DDA-23-25. MHDDA June 13, 2023 Regular Minutes and MHDDA June 13, 2023 Information Minutes.

Motion made by Member Marsh, Seconded by Member Sheppard, to approve the Regular MHDDA Meeting minutes of June 13, 2023, and the MHDDA Informational Meeting minutes of June 13, 2023, as printed.

Voting Yea: Member Davignon, Mayor Grafstein, Vice-Chair Jarbo, Member Keys,
Member Marando, Member Marsh, Member Renshaw, Member Sheppard,
Chair Van Buren

Motion carried.

MEETING OPEN TO THE PUBLIC:

There were no members of the public wishing to speak.

DDA-23-26. 11 Mile Streetscape Plan and Budget Amendment.

CED Director Tucker updated the Board on the revised plan. Staff met with Nowak and Fraus and it was agreed to reduced the number of public meetings, trim down the traffic study to a traffic analysis, provide a Master Plan level streetscape design for the 11 Mile corridor. These changes resulted in a proposed cost of \$99,250 which reflects nearly a \$50,000 cost reduction from the original proposal.

Director Tucker addressed question from the Board, noting that the plan is changeable based on input that will be received from the stakeholders and he anticipated extra cost only if there were excessive changes. He noted that this will have a potential impact on business in the area and is a huge undertaking that will affect growth and is a positive step for the future. He anticipated a timeline through December or January for completion of the project. To approve the item, the DDA would also have to approve a budget amendment of \$50,000.

Motion made by Member Marando, Seconded by Member Sheppard, to approve a budget amendment of \$50,000 to account no. 248-863-817-0000 and approve the revised Downtown Madison Heights Streetscaping and Conceptual Engineering Plan: 11 Mile Road, for a cost not to exceed \$100,000 and recommend approval by City Council.

Voting Yea: Member Davignon, Mayor Grafstein, Vice-Chair Jarbo, Member Keys,
Member Marando, Member Marsh, Member Renshaw, Member Sheppard,
Chair Van Buren

Motion carried.

NEW BUSINESS:

City Manager Marsh updated the Board on the status of the gateway signs. The committee has narrowed the choices down to three and she noted that the design allows for the background of the sign to be interchangeable. He shared the design proposals with the Board.

Chair Van Buren stated that there is discussion on when the Fire Station Open House and ribbon cutting will take place and the possibility of holding both events at the same time.

DDA-23-27. Adjournment.

Motion made by Mayor Grafstein, Seconded by Member Renshaw, to adjourn the meeting at 8:50 a.m.

Voting Yea: Member Davignon, Mayor Grafstein, Vice-Chair Jarbo, Member Keys,
Member Marando, Member Marsh, Member Renshaw, Member Sheppard,
Chair Van Buren

Motion carried.