

Downtown Development Authority & Brownfield Redevelopment Authority Joint Meeting
Madison Heights, Michigan
June 19, 2025

A Downtown Development Authority & Brownfield Redevelopment Authority Joint Meeting was held on Thursday, June 19, 2025 at 8:00 AM at Library - Flex Space, 240 W. 13 Mile Rd.

PRESENT

Member Rickey Busler
Mayor Roslyn Grafstein
Member Gerry Hambright
Chair Yousif Jarbo
Member Melissa Marsh
Member Michael Sheppard
Member Marija Ujkic
Vice -Chair Michael Van Buren

ABSENT

Member Gordon Davignon
Member Joseph Keys
Member Joe Marando
Member Lenea Renshaw

ALSO PRESENT

Community and Economic Development Director Giles Tucker
Deputy City Manager/City Clerk Cheryl Rottmann

BRA/DDA-25-9. MHDDA Meeting Minutes of April 17, 2025.

Motion to approve the MHDDA Meeting Minutes of April 17, 2025, as corrected:

BRA/DDA 25-5. Streetscape Site Furnishings - Bike Racks.

Motion to purchase twelve (12) custom logo cut panel bicycle racks from ThePark for ~~\$42269.97~~ \$4,269.97 in four different colors.

Motion made by Member Sheppard, Seconded by Vice -Chair Van Buren.

Voting Yea: Member Busler, Mayor Grafstein, Member Hambright, Chair Jarbo,
Member Marsh, Member Sheppard, Member Ujkic, Vice -Chair Van
Buren

Absent: Member Davignon, Member Keys, Member Marando, Member Renshaw

Motion carried.

MEETING OPEN TO THE PUBLIC:

There were no members of the public wishing to speak.

BRA/DDA-25-10. 29448 John R Rd Brownfield Reimbursement Request #1.

Community and Economic Development Director Tucker reviewed 28202 Woodward Holding LLC requested and eligible activities with the board for the 29448 John R Rd Brownfield reimbursement request.

Motion to approve 28202 Woodward Holding LLC request for a total Brownfield reimbursement of \$170,815.53 for 29448 John R Road.

Motion made by Member Sheppard, Seconded by Member Busler.

Voting Yea: Member Busler, Mayor Grafstein, Member Hambright, Chair Jarbo, Member Marsh, Member Sheppard, Member Ujkic, Vice -Chair Van Buren

Absent: Member Davignon, Member Keys, Member Marando, Member Renshaw

Motion carried.

BRA/DDA-25-11. 515 E. 11 Mile Delton Easement Approach Agreement.

Motion to agree to the terms set forth in the proposed 515 E. 11 Mile Road Easement Agreement, recommend approval of the agreement to the City Council, and authorize the DDA chairperson to sign on behalf of the MHDDA.

Motion made by Vice -Chair Van Buren, Seconded by Member Sheppard.

Voting Yea: Member Busler, Member Hambright, Chair Jarbo, Member Marsh, Member Sheppard, Member Ujkic, Vice -Chair Van Buren

Absent: Member Davignon, Member Keys, Member Marando, Member Renshaw

Motion carried.

New DDA Board Membership Discussion

Discussion was held on whether new appointed members of the DDA should have a property interest in the city. It was the consensus that preference should be given to applicants with a property interest in the DDA. No further action was taken at this time.

BRA/DDA-25-12. 11 Mile Streetscape Block Party Event Budget.

Community and Economic Development Director Tucker updated the membership on the 11 Mile Streetscape project and construction timeline. The intention is to have a neighborhood block party on October 4th with food trucks, entertainment, and vendors. Mr. Tucker stated that to move forward, he would like to ask for a budget of \$15,000 for the event.

Motion to approve up to \$15,000 for the 11 Mile Streetscape block party.

Motion made by Vice -Chair Van Buren, Seconded by Member Sheppard.

Voting Yea: Member Busler, Mayor Grafstein, Member Hambright, Chair Jarbo,
Member Marsh, Member Sheppard, Member Ujkic, Vice -Chair Van
Buren

Absent: Member Davignon, Member Keys, Member Marando, Member Renshaw
Motion carried.

11 Mile Streetscape Project Update

Director Tucker provide a project update, including the following: the ground breaking ceremony will be June 20th at 11 a.m. in front of the United Methodist Church; the right-of-way agreement between the United Methodist Church and the city was approved by City Council; and City staff are working on preparing an exhibit and encroachment agreement with 241 E 11 Mile Road to accommodate parking circulation due to the approach closure.

Other Projects

Director Tucker provided the following project updates:

MHDDA Business Digital Marketing Program

Tony Austin sent confirmation of the completion of a promotional video for Mia's Bar & Grill on May 24th. The agreement between One Vision Media and the DDA was amended to allow for up to 8 videos to be completed under this program. To date, the following DDA businesses have received a promo video from One Vision Media:

1. Madison Motors
2. Amore Beautiful You Salon
3. Diamond Jim's Custom Jewelry and Repairs
4. Cadillac Straits
5. Mia's Bar and Grill

Snowflake Decorations

At the April DDA meeting the board wanted to explore the possibility of manufacturing light post decorations in-house but also authorize staff to purchase holiday decoration in an amount not to exceed \$15,000. Since this meeting, staff negotiated the purchase of (34) 6' snowflakes from Holiday Designs from Gainesville, Georgia. As of June 10th, around 29 of the 34 snowflakes have been completed. No delivery/shipping has been scheduled. Staff anticipate another update from Holiday Designs on June 17th .

Holiday Banners

At the April meeting, the board selected one banner, asked the Design committee to select a second banner and authorized staff to spend up to \$3,500. After receiving a final design proof for the “Shop, Dine, Enjoy” banner, the logo looks too small on the banner. To get the logo larger on the banner and to fit with the design cost an additional \$425, a total of \$3,421.40.

MEMBER COMMENTS:

Mr. Sheppard noted that musical bands are expensive, and it will have to be determined how much will be allocated for this as well as how long the set should be.

Mr. Van Buren asked that the shrubs around the clock tower be removed because they are dead and noted that the trash receptacles at 10 Mile and John R and John R and Lincoln are overflowing.

Chair Jarbo stated that he attended the Oakland County DDA Main Event and caught the bug of enthusiasm, with DDA membership being all on board and united in a common vision. He issued a challenge to board members to help recruit new members and be ready to work. He commented that the MHDDA has started something here and we need to capitalize on it. He also requested that building identification for potential development improve.

Mr. Busler stated that the Madison Heights Community Coalition is having a prescription takeback event at the Active Adult Center on 6/26 from 11:00 a.m. - 12:30 p.m. In September they are having a situational awareness campaign.

Director Tucker stated there is a FAQ section on the DDA website for the 11 Mile Streetscape project.

ADJOURNMENT:

Having no further business, Chair Jarbo adjourned the meeting at 9:30 a.m.