

Regular Downtown Development Authority Meeting
Madison Heights, Michigan
November 14, 2023

A Regular Downtown Development Authority Meeting was held on Tuesday, November 14, 2023 at 8:00 AM at City Hall - Executive Conference Room, 300 W. 13 Mile Rd.

PRESENT

Member Rickey Busler
Member Ruth Charlebois
Member Gordon Davignon
Mayor Roslyn Grafstein
Vice-Chair Yousif Jarbo
Member Joseph Keys
Member Joe Marando
Member Melissa Marsh
Member Michael Sheppard
Chair Michael Van Buren

ABSENT

Member Lenea Renshaw

OTHERS PRESENT

Community and Economic Development Director Giles Tucker
City Clerk Cheryl Rottmann

DDA-23-36. Minutes.

Motion to approve the DDA minutes of October 12, 2023, as printed.

Motion made by Member Charlebois, Seconded by Member Sheppard.

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

Absent: Member Renshaw

Motion carried.

MEETING OPEN TO THE PUBLIC:

There were no members of the public wishing to speak.

Finance Report

City Manager Marsh presented the Finance Report. Per the report provided by CED Director Tucker, the most significant expenditures relate to the 11 Mile Streetscape Project (\$18,500), the third-quarter payment of the DDA service agreement with the MHHP Chamber (\$2,500) and the refurbishment of the DDA area trash bins (\$1,750).

Open House Recap & 11 Mile Streetscape Plan Update

City Manager Marsh gave an update on the status of the 11 Mile Streetscape Plan and recapped the Open House event. Because there was not great participation by the businesses and owners, the city is going to try some online public engagement and meetings.

Update on the Façade Grant Guidelines & Application Revisions

CED Director Tucker stated that the Economic Vitality subcommittee has been working on revisions to the facade grant program and application. They are trying to make the application more precise and easier to use. The final revisions will come before the full board for approval.

DDA-23-37. 2024 Meeting Dates.

Motion to approve the following 2024 Meeting dates:

Regular DDA Meeting Dates:

January 16
February 20
June 18
November 19

Informational DDA Meeting Dates:

June 18
November 19

DDA/BRA Joint Meeting Dates:

April 16
August 20

The meetings will now be on the third Tuesday of the month at 8:00 a.m.

Motion made by Mayor Grafstein, Seconded by Member Busler.

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

Absent: Member Renshaw

Motion carried.

DDA-23-38. Adjournment.

Motion to adjourn the regular DDA meeting at 8:50 a.m.

Motion made by Mayor Grafstein, Seconded by Member Sheppard.

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

Absent: Member Renshaw

Motion carried.