

Joint DDA & BRA Meeting
Madison Heights, Michigan
April 16, 2024

A Joint DDA & BRA Meeting was held on Tuesday, April 16, 2024 at 8:00 AM at City Hall - Executive Conference Room, 300 W. 13 Mile Rd.

PRESENT

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

ABSENT

Member Rickey Busler
Member Gordon Davignon

ALSO PRESENT

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

BRA/DDA-24-10. Excuse Member.

Motion to excuse Member Busler from today's meeting as he gave notice.

Motion made by Mayor Grafstein, Seconded by Member Keys.

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

Motion carried.

**BRA/DDA-24-11. Brownfield Redevelopment Authority Meeting Minutes of
January 10, 2023 and BRA-DDA Joint Meeting Minutes of
February 20, 2024.**

Motion to approve the Brownfield Redevelopment Authority Meeting Minutes of January 10, 2023 and the Joint Brownfield Redevelopment and Downtown Development Authority Meeting Minutes of February 20, 2024, as printed.

Motion made by Mayor Grafstein, Seconded by Member Sheppard.

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

Motion carried.

MEETING OPEN TO THE PUBLIC::

There were no members of the public wishing to speak.

Chair Van Buren recognized Gerry Hambright from Pyro Service Company, noting he may be interested in serving on the Board in the future.

BRA/DDA-24-12. 11 Mile Streetscape Plan.

CED Director Tucker stated that following conversations held with SEMCOG and MDOT in February, staff learned in March that although our TAP grant application was “moderately competitive”, costs associated with closing curb cuts, adding on-street parking, and expanding sidewalks to 8 feet would not be eligible costs covered by a TAP Grant. Around this time, our consultants provided us with a completed draft Plan including estimate construction costs. Seeing these costs and understanding that many larger items would not be covered by the TAP grant, staff sought to find ways to better align the project with TAP funding.

One of the ways that staff came up with was to simply change the walkways from two 8 foot sidewalks to a 6 foot sidewalk on the southside of 11 Mile and a 10 foot multi-use path on the northside of 11 Mile. The Complete 11 Mile Streetscape Plan includes these two options in its illustrative plans, conceptual engineering, and construction cost estimates as “Option 1” and “Option 2”.

Another way to potentially reduce project costs and better align the project with TAP funding would be to reconsider a 3-lane configuration of the roadway. This approach was not considered much at the start of the project because of a reluctance by staff, the DDA and residents to “road diets”. However, there are potentially significant safety benefits and cost savings that may be realized if this option is reconsidered. To add a 3-lane configuration to the Streetscape Plan, the DDA would need to approve an additional \$26,000 in costs, and doing so would push the TAP Grant submittal date to October 9th, opposed to June 19th .To aid the DDA in this important decision, CED Director Tucker gave a presentation that summarizes the plan as-is, and explains the pros and cons of adding the additional costs of a 3-lane configuration.

To progress this project, the DDA needs to decide whether to add-on the proposed additions to the plan, schedule open meetings with stakeholders, approve a design, and submit a TAP grant application by either June 19th or October 9th. CED Director Tucker noted the DDA Board has three options to consider:

Option 1: Reject the proposal to include a 3-lane road configuration in the 11 Mile Streetscape Plan, recommend the engineering plans and costs for “Option 1” which includes an 8-foot sidewalk on both sides of 11 Mile Rd, and authorize staff to move forward with a stakeholder meeting open to the public in the evening of May 20th or May 21st.

- Option 2: Reject the proposal to include a 3-lane road configuration in the 11 Mile Streetscape Plan, recommend the engineering plans and costs for “Option 2” which includes a 6-foot sidewalk on the southside of 11 Mile Rd and a 10 foot multi-use pathway on the northside of 11 Mile Rd, and authorize staff to move forward with a stakeholder meeting open to the public in the evening of May 20th or May 21st.
- Option 3: Approve the proposal to include a 3-lane road configuration in the 11 Mile Streetscape Plan for a cost not to exceed \$26,000 and reconsider a recommendation for the DDA Boards preferred configuration at the Regular DDA Meeting of June 18th.

Motion to approve the proposal to include a 3-lane road configuration in the 11 Mile Streetscape Plan for a cost not to exceed \$26,000 and reconsider a recommendation for the DDA Boards preferred configuration at the Regular DDA Meeting of June 18, 2024.

Motion made by Member Marando, Seconded by Member Sheppard.

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

Motion carried.

Election of Secretary

No action was taken on this agenda item.

REPORTS:

Finance Report

CED Director Tucker stated that since our February 20th meeting significant payments the DDA has made included Chamber of Commerce Quarterly payment of \$2,500 and the renewal of our membership with Michigan Downtowns Association for \$225. The total fund balance to date is \$557,340.69.

Mr. Tucker stated that at the Regular City Council Meeting on March 25th Green Meadows Landscape was awarded a three-year mowing and landscaping project with the City. This contract includes mowing and trash removal for the DDA. The total cost for this service will be \$21,000 with an optional \$1,200 charge for weed treatment and fertilizers. Excluding optional charges, the DDA can expect an increase of around \$1,650 in additional costs compared to our longstanding contract with United Landscape. At this time, it was not recommended to add the additional weed treatment and fertilizer services.

Update on Ongoing Projects

A Grand Opening for the Green House Salon at 26040 John R Rd is scheduled for Earth Day, April 22nd at 11:30AM. MHHP Chamber Director Linda Williams also referred our Façade & Sign Grant programs to the new business owner and we sent out our new applications and guidelines last week.

Ms. Williams also recommended the Façade & Sign Grant program to longtime DDA area business John R Glass, who is seeking to make improvements to their storefront. Mr. Tucker stated that he spoke with him last week and he is beginning to gather quotes and complete his application.

ROUND ROBIN:

MHHP Chamber Director Williams stated the Chamber was having two upcoming training courses. *Stop the Bleed* training on April 23rd and *How to Use a Fire Extinguisher* on May 16th. These events are free to Chamber members.

It was the Board's consensus to discuss potential new members at the next meeting in June.

BRA/DDA 24-13. Adjournment.

Motion to adjourn the meeting at 9:07 a.m.

Motion made by Mayor Grafstein, Seconded by Member Keys.

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

Motion carried.