



**CITY OF MADISON HEIGHTS  
LIBRARY - FLEX SPACE, 240 W. 13 MILE RD.  
MHDDA REGULAR MEETING AGENDA  
NOVEMBER 20, 2025 AT 8:00 AM**

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**CALL TO ORDER**

**ROLL CALL**

**ADDITIONS/DELETIONS**

**APPROVAL OF MINUTES**

- [1.](#) October 23 MHDDA Minutes

**MEETING OPEN TO THE PUBLIC**

**REPORTS**

- [2.](#) Finance Report
- [3.](#) MHHP Q3 Quarterly Report
- [4.](#) 11 Mile Streetscape Update

**UNFINISHED BUSINESS**

- [5.](#) Digital Marketing Program- 1 Vision Media

**NEW BUSINESS**

- [6.](#) Potential New Board Member- Lourdes Osorio-Lorenzo
- [7.](#) 2026 Meeting Dates

**COMMITTEE REPORTS**

**TRAINING & EVENT OPPORTUNITIES**

**ADJOURNMENT**

NOTICE: Persons with disabilities needing accommodations for effective participation through electronic means in this meeting should contact the City Clerk at (248) 583-0826 or by email: [clerks@madison-heights.org](mailto:clerks@madison-heights.org) at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.

Special Downtown Development Authority Meeting  
 Madison Heights, Michigan  
 October 23, 2025

A Special Downtown Development Authority Meeting was held on Thursday, October 23, 2025 at 8:00 AM at Library Flex Space, 240 W. 13 Mile rd.

**PRESENT**

Member Rickey Busler  
 Chair Yousif Jarbo  
 Member Joe Marando  
 Member Melissa Marsh  
 Member Lenea Renshaw  
 Member Michael Sheppard  
 Member Marija Ujkic  
 Vice -Chair Michael Van Buren

**ABSENT**

Member Gordon Davignon  
 Mayor Roslyn Grafstein  
 Member Gerry Hambright  
 Member Joseph Keys

**DDA-25-16. Excuse Members.**

Motion to excuse members Davignon, Grafstein and Keys from today's meeting as they gave notice.

Motion made by Member Marsh, Seconded by Member Busler.

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

Motion carried.

**DDA-25-17. Minutes.**

Motion to approve the DDA Meeting minutes of August 21, 2025, as printed.

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

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

Motion carried.

**MEETING OPEN TO THE PUBLIC:**

Lourdes Osorio-Lorenzo, owner of B.L. Fitness, introduced herself to the board and provided her background, noting that she has been a business owner in the DDA for five years and is interested in serving on the board.

**DDA-25-18. Facade Grant Request- Rest Inn.**

CED Director Tucker noted that the Economic Vitality Committee met on 10-6-25 to discuss this Façade Grant application. The applicant is proposing replacement of the decking, railing and fascia for the stairway and deck services the second story rooms for their business.

The program guidelines provide examples of kinds of activities that may and may not be eligible for reimbursement. There was considerable debate amongst the committee on how the guidelines would apply in this case as a motel is not a typical building type that has applied for the façade grant in the past.

The board discussed the pros and cons of approving the grant request including whether the project should be considered maintenance or a facade and previous precedent. CED Director Tucker reviewed the materials, aesthetics, and cost breakdown of the project.

Motion to deny the facade grant request from Rest Inn based on the project being considered maintenance rather than a facade.

Motion made by Member Marando, Seconded by Member Busler.

Roll Call Vote:

Voting Yea: Member Busler, Chair Jarbo, Member Marando, Member Marsh, Member Renshaw, Member Sheppard, Member Ujkic

Voting Nay: Vice -Chair Van Buren

Motion carried 7-1.

**DDA-25-19. Snow Removal for 11 Mile Streetscape Area.**

After discussion, it was the consensus to send a reminder letter to all businesses in the DDA to remind them of what their responsibilities are for snow removal by their businesses.

Motion to approve a budget of \$500 for a snow removal reminder mailing to DDA businesses.

Motion made by Member Marsh, Seconded by Member Sheppard.

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

Motion carried.

**DDA-25-20. SEMCOG “Safe Streets Now” TAP Grant- DDA Letter of Support.**

CED Director Tucker advised that SEMCOG is administering a one-time “Safe Streets Now” call for project due November 7<sup>th</sup> 2025. This grant opportunity is for “shovel-ready” projects that enhance the safety and access for bicyclists and pedestrians. City Planner Matt Lonnerstater has suggested that a Rectangular Rapid Flashing Beacon (RRFB) Pedestrian Crossing System be included as a part of the City’s overall application for this opportunity. This opportunity requires a 20% grant match, which will be covered through City road funds. He asked for a letter of support on behalf of the DDA for this grant application.

Motion to authorize the DDA Executive Director to offer a letter of support along with this application on behalf of the DDA board.

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

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

Motion carried.

**FINANCE REPORT:**

CED Director Tucker noted that the DDA has received the remainder of the Main Street Grant, and the majority of the grant has been expended. City Manager Marsh requested that the fund balance be included in future financial reports to the board.

**DOWNTOWN TOUCHDOWN POST EVENT EVALUATION:**

CED Director Tucker provided a cost breakdown of the event, noting the final cost to the DDA, after sponsorships, revenues and fees, was approximately \$5,000. The total cost of the event was \$10,596.53. He noted that the cost of closing the road was substantial and the event planning was time consuming and labor intensive, but the event was very positively received.

It was the consensus of the board that this was a unique event to celebrate the completion of the project.

**UPDATE ON OTHER PROJECTS:**

**11 Mile Streetscape Project**

All concrete, roadwork and landscaping has been installed. All that remains for the completion of the project is some joint sealing, special pavement marking (lot striping) and permanent signage for 515 E 11. Mile directing customer parking through the alleyway and a “Trucks No Right Turn” sign for U-Haul onto Townley. We have received all of our Placemaking grant funds, have spent the DDA portion of funding for the project (almost \$714,000) and continue to provide quarterly reporting to Main Street Oakland County.

551 E 11 Mile Rd ROW Sprinkler

With the ROW work that was completed on the north side of 11 Mile for the Streetscape project, there was a sprinkler system routed into the ROW grass area that is not functioning properly. Director Tucker reached out to the property at 551 E 11 Mile Rd. They have confirmed that it is their sprinkler and will send someone out to repair it. It was the consensus of the board to repair the sprinkler system since the damage occurred as part of the streetscape project.

PA 57 Compliance & Reporting

Due December 31st: November 20th will be our second public information meeting. We will also be submitting our annual financial information to the MEDC by December 31st.

25914 John R Rd Weiss Distillery

No new updates. May apply for a façade grant on November 20th meeting.

Brownfield TIF Guidelines/ Policy

CED Director Tucker has begun a draft guidelines/policy for new Brownfield TIF applications and is working out the details of what will be required for financial documentation, scoring criteria and things like minimum investment. He has requested assistance from the MEDC. He is looking for a few Board volunteers to help craft a final policy document.

Downtown Touchdown T-Shirts Still Available

We have additional Downtown Touchdown T-shirts available for sale if anyone is still interested.

**MEMBER COMMENTS:**

Mr. Busler praised the DPS and Recreation team for their work on the Harvest Fest. He stated that in early February there will be a fundraiser for the Madison Heights Animal Shelter at the Coach.

MHHP Chamber Director Linda Williams stated the Chamber will be have a three part workshop series in conjunction with Shop Small Saturday. Iron Body Fitness Studio is set to hold their grand opening, and December 4th will be the Chamber's holiday event.

**ADJOURNMENT:**

Having no further business, Chair Jarbo adjourned the meeting at 9:41 a.m.

**Downtown Development Authority of City of Madison Heights**

**Memorandum**

**Date:** November 13, 2025  
**To:** Downtown Development Authority Board Members  
**From:** Giles Tucker, Community Development Director  
**Subject:** Finance Report

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There are not any notable expenses from our October 23<sup>rd</sup> meeting. Significant expenses incoming include our last payment towards the 11 Mile Streetscape, and \$4,800 upon completion of the sprinkler system replacement for 551 E 11 Mile Rd.

FY24-25 Fund Balance:	\$856,387.41
Budgeted Use of Fund Balance:	(\$614,773.00)
<b>Estimated Available Balance:</b>	<b>\$241,614.00</b>

Item 2.

PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT USED
			11/30/2025 NORMAL (ABNORMAL)	MONTH 11/30/2025 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)		
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
Dept 000 - NA							
248-000-673-5008	FIXED ASSET CLEARING ACCOUNT	0.00	0.00	0.00		0.00	0.00
Total Dept 000 - NA		0.00	0.00	0.00		0.00	0.00
Dept 011 - PROPERTY TAXES							
248-011-402-4030	TAXES REAL OPERATING	240,169.00	202,220.19	0.00		37,948.81	84.20
248-011-410-4160	TAXES PERSONAL OPERATING	14,740.00	11,226.82	0.00		3,513.18	76.17
248-011-411-0000	DELINQUENT/MTT TAX REFUNDS - GENERAL	0.00	0.00	0.00		0.00	0.00
248-011-437-0000	TAXES IFT ACT 198	0.00	0.00	0.00		0.00	0.00
248-011-573-4159	PPT REIMBURSEMENT - STATE	0.00	0.00	0.00		0.00	0.00
Total Dept 011 - PROPERTY TAXES		254,909.00	213,447.01	0.00		41,461.99	83.73
Dept 023 - STATE SHARED REVENUES							
248-023-573-0000	LOCAL COMMUNITY STABILIZATION SHARING	27,545.00	26,809.57	0.00		735.43	97.33
Total Dept 023 - STATE SHARED REVENUES		27,545.00	26,809.57	0.00		735.43	97.33
Dept 025 - COUNTY SHARED REVENUES							
248-025-588-1000	COUNTY GRANT	0.00	79,995.38	0.00		(79,995.38)	100.00
Total Dept 025 - COUNTY SHARED REVENUES		0.00	79,995.38	0.00		(79,995.38)	100.00
Dept 044 - MISCELLANEOUS REVENUE							
248-044-665-5000	INTEREST EARNED	500.00	0.00	0.00		500.00	0.00
248-044-674-0000	DONATIONS/PRIVATE CONTRIBUTIONS	0.00	0.00	0.00		0.00	0.00
248-044-680-6701	MISCELLANEOUS REVENUE	0.00	5,754.50	0.00		(5,754.50)	100.00
Total Dept 044 - MISCELLANEOUS REVENUE		500.00	5,754.50	0.00		(5,254.50)	1,150.90
Dept 048 - TRANSFERS IN							
248-048-699-0000	TRANSFERS IN (FROM GEN FUND)	0.00	0.00	0.00		0.00	0.00
248-048-699-0244	TRANSFERS IN EDG	0.00	0.00	0.00		0.00	0.00
248-048-699-6000	TRANSFERS IN (FROM SAD)	0.00	0.00	0.00		0.00	0.00
Total Dept 048 - TRANSFERS IN		0.00	0.00	0.00		0.00	0.00
Dept 053 - PRIOR YEARS FUND BALANCE							
248-053-692-6970	USE OF FUND BALANCE	614,773.00	0.00	0.00		614,773.00	0.00
Total Dept 053 - PRIOR YEARS FUND BALANCE		614,773.00	0.00	0.00		614,773.00	0.00
TOTAL REVENUES		897,727.00	326,006.46	0.00		571,720.54	36.31
Expenditures							
Dept 863 - DOWNTOWN DEVELOPMENT AUTHORITY							
248-863-729-0000	FORMS AND PRINTING	500.00	450.00	0.00		50.00	90.00

Item 2.

PERIOD ENDING 11/30/2025

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2025	MONTH 11/30/2025	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Expenditures						
248-863-730-0000	POSTAGE	0.00	0.00	0.00	0.00	0.00
248-863-766-0000	TOOLS AND SUPPLIES	0.00	0.00	0.00	0.00	0.00
248-863-807-0000	AUDIT FEES	2,266.00	1,917.05	0.00	348.95	84.60
248-863-817-0000	EVENTS	0.00	6,572.91	0.00	(6,572.91)	100.00
248-863-818-0000	CONTRACTUAL SERVICES	20,000.00	3,617.18	0.00	16,382.82	18.09
248-863-818-0001	DDA MARKET ANALYSIS	0.00	0.00	0.00	0.00	0.00
248-863-818-5000	BLIGHT REMOVAL - SIGN GRANT PROGRAM	10,000.00	0.00	0.00	10,000.00	0.00
248-863-818-5001	BLIGHT REMOVAL - FACADE IMPROVEMENT	30,000.00	0.00	0.00	30,000.00	0.00
248-863-818-5002	BLIGHT PROPERTY	0.00	0.00	0.00	0.00	0.00
248-863-818-5003	BLIGHT REMOVAL - PROPERTY ACQUI	0.00	0.00	0.00	0.00	0.00
248-863-818-5004	PERM ID PROGRAM	0.00	0.00	0.00	0.00	0.00
248-863-826-0000	LEGAL FEES	0.00	0.00	0.00	0.00	0.00
248-863-826-2000	HOURLY RATE-LEGAL	0.00	0.00	0.00	0.00	0.00
248-863-832-1000	MAINTENANCE-BERM AREA	17,500.00	7,550.00	0.00	9,950.00	43.14
248-863-832-1001	MAINTENANCE - ROW TRASH	3,500.00	1,950.00	0.00	1,550.00	55.71
248-863-921-0000	ELECTRIC	1,000.00	178.64	0.00	821.36	17.86
248-863-944-0000	MOTOR POOL CHARGES	0.00	0.00	0.00	0.00	0.00
248-863-944-1000	DEPT OF PUBLIC SERVICES CHARGES	0.00	0.00	0.00	0.00	0.00
248-863-955-8640	CONFERENCES AND WORKSHOPS	1,500.00	0.00	0.00	1,500.00	0.00
248-863-958-0000	MEMBERSHIPS AND DUES	1,500.00	350.00	0.00	1,150.00	23.33
248-863-960-9570	SUBSCRIPTIONS AND MAGAZINES	0.00	0.00	0.00	0.00	0.00
248-863-981-0000	COMPUTER EQUIPMENT	0.00	0.00	0.00	0.00	0.00
248-863-987-0000	IMPROVEMENTS	20,000.00	0.00	0.00	20,000.00	0.00
248-863-987-0001	ALLEY IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
248-863-987-0002	PROPERTY ACQUIS/DEMO	35,000.00	7,167.35	0.00	27,832.65	20.48
248-863-987-0003	PATINA PLACE - BRA STREETScape IMPRVMT	0.00	0.00	0.00	0.00	0.00
248-863-987-0004	MADISON TOWN CTR - BRA ST IMPROV	0.00	0.00	0.00	0.00	0.00
248-863-987-0006	11 MILE/JOHN R ROAD IMPROVEMENTS	725,562.00	602,622.01	0.00	122,939.99	83.06
248-863-987-0011	IMPROVEMENTS - BICYCLE RACK PROGRAM	0.00	0.00	0.00	0.00	0.00
248-863-987-0012	DDA BUSINESS GRANT	0.00	0.00	0.00	0.00	0.00
Total Dept 863 - DOWNTOWN DEVELOPMENT AUTHORITY		868,328.00	632,375.14	0.00	235,952.86	72.83
Dept 965 - TRANSFERS OUT						
248-965-995-2272	TRANSFER TO LOCAL ST	0.00	0.00	0.00	0.00	0.00
248-965-995-4000	TRANSFER TO SAD REVOLVING	0.00	0.00	0.00	0.00	0.00
248-965-995-6000	TRANSFER TO GENERAL FUND	29,399.00	0.00	0.00	29,399.00	0.00
248-965-995-9991	TRANSFER TO MAJOR STREETS	0.00	0.00	0.00	0.00	0.00
248-965-998-9990	PAYING AGENT FEES	0.00	0.00	0.00	0.00	0.00
Total Dept 965 - TRANSFERS OUT		29,399.00	0.00	0.00	29,399.00	0.00
TOTAL EXPENDITURES		897,727.00	632,375.14	0.00	265,351.86	70.44
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		897,727.00	326,006.46	0.00	571,720.54	36.31
TOTAL EXPENDITURES		897,727.00	632,375.14	0.00	265,351.86	70.44
NET OF REVENUES & EXPENDITURES		0.00	(306,368.68)	0.00	306,368.68	100.00



## Chamber Executive Director Activity FY25, Quarter 3

The following summary serves as the 3<sup>rd</sup> Quarter 2025 report as required by the Chamber Agreement with City of Madison Heights, MH DDA and City of Hazel Park.

### Notable Milestones & Activities

- ❖ **Chamber E-Blast via MailChimp:** Weekly E-Blast Announcements generated and shared with membership.
- ❖ **Social Media Platform Management:** Multiple/Daily Social Media Postings to highlight local businesses/members and chamber activities. Goal of content posting 1-2/daily or active weekly postings. **New in August 2025: David Benjamin Consulting on board for 3 month trial to assist in marketing/social media content creation and posting. Includes 2 interviews of MHHP Members/week.**
- ❖ **Weekly 1 Million Cups Event at Incubizo :** Attend weekly (Wednesdays) 1 Million Cups event hosted at Incubizo, in partnership with Oakland Thrive. More than ½ of the weekly attendance are MHHP Members. Promote weekly on E-Blast and on social media platforms.
- ❖ **MEDC State Grants:** Successful MEDC Connector Grant for \$249,202 Onboarding with David Benjamin, Kindred McEvoy, Harley Mordarski with KPI Reporting
- ❖ **Applied for:** MEDC E&I Ecosystem \$149,850 and MEDC Innovation Fund \$476,290
- ❖ **Promotions Activities/Workshops and Training**
  - Referred DDA Businesses for Sign, Façade Grants & Redevelopment Liquor Licenses-
  - Grand Openings: Kazkara Coffee, Med-Bites, Boozy's, E-Lan Car Components, Fresh Spin, Gaijin Sushi (November 7, 2025), Bar Gabi (October 29, 2025)
  - Shop Small Saturday-3-part workshop series with Applewhite Agency (November 6, 14, 19<sup>th</sup>) Following the journey of the customer experience with data shared with small shop owners.
  - Meeting with MettleOps to discuss Talent/Workforce Dvt-July 8<sup>th</sup>
  - Ice Cream Social event with HP Recreation-July 29<sup>th</sup>
  - Hazel Park Art Fair 2025-MHHP Sponsor and Volunteer
  - HP School District-Hometown Huddle (Social Media Coverage)
  - Boozy's and HP Youth Assistance Backpack School Supply Drive
  - Momentum Accelerator Co-hort with Lysa Davis, CRAM (6 weeks, 2X/week)
  - LinkedIn Workshop with David Benjamin Consulting
  - Instagram Workshop with David Benjamin Consulting
  - Café Panel Workshop Series at Incubizo-Monthly
  - The Good, Bad and the Ugly, Candid Conversations with Entrepreneurs-October 30
  - Tik Top Workshop-September 24<sup>th</sup>, 2025
  - Creative Websites with Melonie Summers, September 16<sup>th</sup> at Incubizo
  - Rev in the Heights-September 13<sup>th</sup>, Social Media Coverage

- Coffee Social at Kazkara Roast in HP/BRAND, September 19<sup>th</sup>
- Northern Audio 85<sup>th</sup> Anniversary/Octoberfest with Cadillac Straits-September 20<sup>th</sup>
- Grant Workshop with Lisa Stein-October 28<sup>th</sup> at Incubizo
- Presenter for OC Planners Gathering-How local chambers can help advance economic development and planning-October 21, 2025 at 10AM
- MSGCU How to build credit workshop-coordinate catering, October 8, 2025
- ❖ **Other Notable Activities/Meetings /Events**
- BRAND Mtgs 1<sup>st</sup> Fridays, 3<sup>rd</sup> Fridays/month, Promote and recruit members. Arrange for Coffee Social with Group, Google Reviews, New Member to Member/Welcome Scratch Off Sheet Project-New, planned for 2026.
- Introduced and tour several DDA lease space for Taco Hub-HP Based
- Donation of shirts/sweatshirts from Trevco to various non-profits-Veterans Group, RO Youth Association
- Lunch collaboration event with other Chamber of Commerce. MHHP to host 4<sup>th</sup> quarter networking/collaboration luncheon at Taco Tequila An Mas on November 13<sup>th</sup>, 2025.
- Successful MHHP Bowling Fundraiser on August 14, 2025
- Applied for Meijer's 4K Shop with a Hero Grant for 2025, Assist with Target Heroes and Helpers Grant with MHPD
- MH DDA Hometown Touchdown event on October 4<sup>th</sup>. Assist to secure vendors, logistics, volunteers etc
- 8MBA Luncheon on September 11, 2025
- Kacha Thai Market-Connection with Western Market and Kim Nhung Supermarket, Randazzo, Vince & Joe's, Nino's
- MHPD Vs. MHFD Charity Softball Game-Rosie's Park, Assist with sponsorships, vendors and volunteers, social media coverage.
- Special Guest Speaker at Incubizo for Perfect Choice Solutions-Friday, Sept. 19<sup>th</sup>
- Hazel Park Fire Department Open House-Volunteer and social media coverage-October 11<sup>th</sup>, 2025
- Planned for upcoming Auction/Holiday Party at Bar Gabi-Tentatively Dec. 6<sup>th</sup>
- Promote and market-HP DDA Façade grants, Main Street Grants
- Campaign to promote local jobs-Mia's Bakery & On the Rocks (October 2025), Kim Nhung Supermarket with many other local jobs added to December 2025
- Assist HP with planning and economic development discussions -Landmark Property, South DDA District streetscape design elements

## Downtown Development Authority of City of Madison Heights

### Memorandum

**Date:** November 13, 2025

**To:** Downtown Development Authority Board Members

**From:** Giles Tucker, Community Development Director

**Subject:** Updates on the 11 Mile Streetscape & Other Projects

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- **551 E 11 Mile Rd Sprinkler System Replacement:** The total cost for repair from the property owners preferred contractor is \$4,800. The property owner, contractor and I have signed a Letter Agreement agreeing to the entirety of the scope and costs to make the owner whole.
- **PA 57 Compliance & Reporting Due December 31<sup>st</sup>:** November 20<sup>th</sup> is our second public information meeting. We will also be submitting our annual financial information to the MEDC by December 31<sup>st</sup>. A draft was sent to the Finance Dept 10/30.
- **Clock Tower & Holiday Decorations:** As of 11-13-25 DPS is in the DDA area installing the snowflakes & banners. They hope to be completed this week. Afterwards they will also hang wreaths on the clock tower and reset the clock.
- **Snow Letter:** A reminder of the responsibility to keep public walkways clear was sent to all DDA businesses and property owners on Friday, November 14<sup>th</sup>. Letters were stuffed in-house and will go to 202 recipients at \$0.78 per letter for postage, plus the cost of paper and envelopes.
- **SEMCOG Grant Submitted:** A \$225,000 grant for traffic calming and pedestrian safety features throughout the City, including a Rectangular Rapid Flashing Beacon (RRFB) within the streetscape area was submitted on November 7<sup>th</sup>. Funding awards are anticipated in December 2025.
- **Mitch's Print Façade, Sign & Public Art:** Mitch Socia from Mitch's Print has expressed interest in the Façade & Sign Grant programs. He is also interested in possibly commissioning a mural on his building and inquired about resources for such a thing. Speaking with John Bry from MSOC, there are some resources that can be applied, but most for art on public property. A good first step for the Design Committee is to identify and catalog good places for public art on public and private property and explore resources to develop them.
- **MHDDA Bylaws Revision Placed on 12-8-25 City Council Meeting:** At our August 21 DDA meeting the DDA board recommended the revision of its bylaws to remove the limit of two full terms for a DDA board member. This revision must be approved by City Council.

- **11 Mile Streetscape Project:** Permanent signage for U-Haul on Townley and for 515 E. 11 Mile Rd are now installed. DPS has installed bollards and painted curbs to the beginning of the on-street parking. All that remains for the completion of the project is private parking lot striping. DiLisio's subcontractor is contacting the property owners to coordinate by next week.



## Downtown Development Authority of City of Madison Heights

### Memorandum

**Date:** November 17, 2025

**To:** Downtown Development Authority Board Members

**From:** Giles Tucker, Community Development Director

**Subject:** **MHDDA Business Digital Marketing Pilot Program Update**

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At the June 18<sup>th</sup> DDA meeting the board approved a motion to approve an agreement between the Madison Heights Downtown Development Authority and 1 Vision Media Group, LLC for videography services with the cost of the videos split 80/20 between the DDA and participant. By August 20, 2024 a total of eight (8) DDA businesses had expressed interest in the promotional videos and the DDA expanded the agreement from four (4) videos to eight (8) to cover these interested businesses. The schedule to develop these videos was to be as follows:

#### **September 2024**

1. Amore Beautiful You Salon (September 2024)
2. Madison Motors (September 2024)
3. Cadillac Straits (October 2024)
4. Diamond Jims (October 2024)
5. Woodpile BBQ (November 2024)
6. Mia Tasty Bar & Grill (November 2024)
7. Royal Kabob (November 2024)
8. Madison Park Family Bowling Center (November 2024)

To date 6 of the 8 videos that were approved have been completed and paid for:

1. Amore Beautiful You Salon
2. Madison Motors- Car Sales
3. Cadillac Straits
4. Diamond Jims
5. Mia Tasty Bar & Grill
6. PoleFit (payment started 11-17-25)

I spoke with Tony, and he is ok with terminating our existing agreement for the remaining two videos. If find another batch of businesses interested, he can simply reapproach the DDA with a new proposal.

#### **Staff Recommendation**

Staff recommend terminating the current agreement with 1 Vision Media to produce these promotional videos. If other businesses come forward expressing interest in these videos, the DDA board can consider partnering with 1 Vision Media and approve them on a case-by-case basis.

**Downtown Development Authority of City of Madison Heights****Memorandum**

**Date:** October 16, 2025

**To:** Downtown Development Authority Board Members

**From:** Giles Tucker, Community Development Director

**Subject:** Potential New DDA Board Applicant- Lourdes Osorio-Lorenzo Owner of B.L. Fitness

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**B.L Fitness and Heath - Lourdes Osorio-Lorenzo**

Business owner Lourdes Osorio-Lorenzo submitted the attached Boards & Commissions application on June 24, 2025. B.L Fitness & Heath offers one-on-one, group and online training programs, as well as walk-in and monthly gym memberships. She has been in operation as a DDA business owner for over 5 years located at 511 W 11 Mile Rd. Lourdes is deeply invested in the growth and vitality of the downtown district and is interested in becoming a DDA board member. You can learn more at her website:

<https://blfitnessandhealth.square.site/about>

Lourdes is already an active community member in Madison Heights, where she is a member of the Madison Heights- Hazel Park Chamber of Commerce, and volunteer and the Madison Heights Food Pantry. She has also been a sponsor for events supporting those battling cancer, living with autism, back-to-school drives and those experiencing homelessness.

I spoke with Lourdes after our October 23<sup>rd</sup> DDA meeting, and she is still very interested in becoming a DDA board member. The DDA board should decide whether to offer a recommendation to the Mayor for her appointment.

**Staff Recommendation**

Lourdes is an established business owner in the DDA that has a track record of community service and is interested in the growth of the downtown district. Staff recommends that Lourdes be recommended to the Mayor for appointment to the remaining vacancy on the DDA board.

**Downtown Development Authority of City of Madison Heights****Memorandum**

**Date:** November 13, 2025  
**To:** Downtown Development Authority Board Members  
**From:** Giles Tucker, Community & Economic Development Director  
**Subject:** 2026 Meeting Dates

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**Staff Recommendation**

Staff recommends that the DDA board continue to meet on the 3<sup>rd</sup> Thursday in the Library Flex Room on the following dates for the 2026 calendar year:

**Regular DDA Meeting Dates**

January 15<sup>th</sup>, 2026  
February 19<sup>th</sup>, 2026  
June 18<sup>th</sup>, 2026  
November 19<sup>th</sup>, 2025

**Informational DDA Meeting Dates**

June 18<sup>th</sup>, 2026  
November 19<sup>th</sup>, 2026

**DDA/BRA Joint Meeting Dates**

April 16<sup>th</sup>, 2026  
August 20<sup>th</sup>, 2026