



CITY OF MADISON HEIGHTS

LIBRARY FLEX SPACE, 240 W. 13 MILE RD.

**SPECIAL DOWNTOWN DEVELOPMENT AUTHORITY MEETING
AGENDA**

OCTOBER 23, 2025 AT 8:00 AM

CALL TO ORDER

ROLL CALL

ADDITIONS/DELETIONS

APPROVAL OF MINUTES

MEETING OPEN TO THE PUBLIC

- [1.](#) Potential New DDA Board Applicant- Lourdes Osorio-Lorenzo Owner of B.L. Fitness

UNFINISHED BUSINESS

NEW BUSINESS

- [2.](#) Facade Grant Request- Rest Inn
- [3.](#) Snow Removal for 11 Mile Streetscape Area
- [4.](#) SEMCOG “Safe Streets Now” TAP Grant- DDA Letter of Support

REPORTS

- [5.](#) Finance Report
- [6.](#) Downtown Touchdown- Post Event Evaluation
- [7.](#) Update on Other Projects

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 at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.

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

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.

Staff Recommendation

DDA Board member appointment is a power of the Mayor but is traditionally done with consideration of a recommendation of the DDA Board. It is recommended that the DDA board consider whether to offer a recommendation to the Mayor for appointment at this or the November 20th DDA Meeting.

CITY OF MADISON HEIGHTS

APPLICATION FOR BOARDS AND/OR COMMISSIONS

Please complete, sign and date application and return to:

City Clerk's Office

300 W 13 Mile Road

Madison Heights, MI 48071

Fax: (248) 588-0204 Email: clerks@madison-heights.org

Indicate the board you wish to apply for with an "x" in the box provided (please use one application per board):

- | | | |
|---|--|---|
| ☐ Active Adult Center Advisory Board | ☒ Downtown Development Authority /
Brownfield Redevelopment Authority | ☐ Multicultural Relations Advisory Board |
| ☐ Arts Board | ☐ Elected Officials Compensation Committee | ☐ Parks & Recreation Advisory Board |
| ☐ Civil Service Commission | ☐ Environmental Citizens Committee | ☐ Planning Commission* |
| ☐ Community Development Block Grant Review Committee | ☐ Historical Commission | ☐ Police and Fire Retirement Board /
Health Care Benefits Trust |
| ☐ Construction Board of Appeals | ☐ Information Technology Advisory Committee | ☐ Tax Board of Review |
| ☐ Crime Commission | ☐ Library Advisory Board | ☐ Other: |

*Appointment to the Planning Commission will require you to resign from all other Boards/Commissions. (Code of Ordinances Section 2.109 and MCL 125.33(3))

Indicate below why you wish to serve on this Board/Commission and your relevant experience:

As a resident and owner of B.L. Fitness & Health in Madison Heights, I'm deeply invested in the growth and vitality of our downtown district.

My background combines small business ownership, community outreach, and a passion for creating safe, active spaces.

Do you currently serve on any other Boards/Commissions?

Yes ☐ No ☒ If YES, which one(s)? _____

APPLICANT INFORMATION:

Print Name Lourdes Osorio-Lorenzo

Last First

Street Address 631 E Brockton Ave. email: LDO0210aGMAIL.COM

Home Phone # _____ Business/Cell Phone# 248-982-1211

Employer: B.L. Fitness and Health Occupation: Owner

Educational Background: In process of Bachelors in Science

Community Activities and/or Work Experience: Owner of B.L. Fitness & Health in Madison Heights for over 5 years. Volunteer and donor at Madison Heights Food Pantry.

Promoted public wellness through the city's outdoor Fitness Court. 15+ years of experience in health, fitness, and community outreach.

Have you ever been arrested and convicted of a misdemeanor or felony? Yes No If YES, provide details: NO



Lourdes Osorio-Lorenzo

Signature

6/24/2025

Date

Thank you for your interest in serving on an Advisory Board or a Commission. This application will be kept on file for ONE YEAR. All information in this application is public information and subject to disclosure in response to public records request made pursuant to the Freedom of Information Act.

**CITY OF MADISON HEIGHTS
APPLICATION FOR BOARDS AND COMMISSIONS**

Background Check Authorization and Waiver

*Race: White ☐ Black ☐ Hispanic ☒
 American Indian ☐ Asian ☐ Other ☐

*Gender: Male ☐ or Female ☒

*These items are required to enable the City of Madison Heights to conduct accurate background checks at any time while applying for or while serving on a Board and/or a Commission. The City of Madison Heights fully supports and complies with the laws which are enacted to protect and safeguard the rights and opportunities of all people, without being subjected or exposed to harassment or discrimination of any kind, including age, national origin, sex, race, religious affiliation, color, height, weight, or marital status.

I herewith release, defend and hold harmless the City of Madison Heights from any and all claims by myself which may arise from performance of the duties for which I am volunteering. I understand that the City of Madison Heights will indemnify me from any and all claims arising from the performance of the duties for which I am volunteering as long as I am following the rules, regulations, and policies of the department and the City.

I authorize the City of Madison Heights to investigate my background as determined necessary for the particular activity for which I am volunteering. I hereby release and discharge the City of Madison Heights, the Oakland County Sheriff's Department, and/or the Michigan State Police and their agents from liability for any damage of whatever kind or nature, except for willful or intentional acts, that may result from release of this information to the City of Madison Heights.

Print Name Osorio-Lorenzo
 Last
L 652 549 135 108
 Driver's License Number

☐ Lourdes Osorio-Lorenzo
 Signature

Lourdes
 First
02/10/1978
 Date of Birth
6/24/2025
 Date

Downtown Development Authority of City of Madison Heights

Memorandum

Date: October 15, 2025

To: MHDDA Board

From: **Economic Vitality Committee** – Davignon, Van Buren, Yarbo, Hambright

Subject: **27746 John R Rd Façade Grant Application-Rest Inn**

The Rest Inn has been under ownership and management of Mero Ventures since 2009. First on land contract, the property being completely sold with a warranty deed filed with the Oakland County Clerk in 2012. Over these years the owners have made improvements to the property and its appearance. Improvements and repairs include a new roof, windows, parking lot striping, siding and remodels for the Inn rooms.

Business owner May Qaqish has provided a quote from her preferred contractor Autmn Wood Contracting for the replacement of existing decking, railing, new stairs and updates to the stairway landing that services the second story of rooms for the Inn. The total project cost for the project is \$54,570. The façade grant request for this project is a total reimbursement of \$10,000.

The property owner has met all eligibility requirements in that:

- They have been in continuous operation for at least one year.
- They are current on all taxes and utilities and there are no unresolved ordinance violations.
- The project has not already pulled permits.
- There has not been a previous façade grant award on file for the parcel/property owner.

The only application requirement not met at this time was a second estimate. The applicant has stated that she wants to move forward with this contractor, and the proposal provided shows that she has already provided the contractor with a \$1,000 deposit as of 9-9-25.

Design Committee Review & Considerations:

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 facia 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 following is a summary of the conflicting viewpoints:

Against: The argument against was that the guidelines state that “Routine façade and building cleaning, maintenance replacement, or repair” are ineligible activities. It could be viewed that the replacement of decking, railing and stairwell is routine maintenance or repair, or something akin to

a roof replacement, necessary, but not in the spirit of a façade grant meant to enhance the downtown area.

In Favor: The main argument in favor of considering the project activities eligible is that the program guidelines also state:

- *“(eligible activities include) Improvements to all sides of a buildings exterior facades that are visible from the main commercial street”*
- *“The DDA board reserves the right to determine the eligibility of other improvements that improve the aesthetic quality of the building on a case-by-case basis.”*

The entire deck, stairwell and railing are clearly visible from John R, and it can be argued that it is a part of the façade in that it’s a significant and unmistakable part of the building façade from the main roadway. DDA guidelines allow the board to determine the eligibility of other improvements on a case-by-case basis. A motel is not a common type of building we see for a façade grant, and while a stairway is also not a typical façade activity either, it’s part of the building that impacts its aesthetic quality of the building exterior.

Design Committee Recommendation:

After review, the committee was open-minded to the applicant’s proposal, but felt it best to bring the application into consideration of the entire DDA board with the following information:

1. Provide a further cost breakdown for railing, fascia and decking
2. Provide more visuals and details including colors, and product materials used.

All this information is included within the grant application presented today. The Special Meeting held today is in part specifically to consider this application in a timely manner so the project can proceed before the winter season.

**Madison Heights
Downtown Development Authority
Façade Grant Program Application**

1. Business Name: Rest Inn
2. Business Contact Person: May Qagish
3. Mailing Address: 753 Dakota Rochester Hills MI 48307
4. Business Phone Number: (248) 546-3000
5. Building Address: 27746 John R Madison HTS, MI 48071
6. Building Owner: Mero Venturess LLC / May Qagish
7. Building Owner's Address: 753 Dakota Rochester Hills, MI 48307
8. Building Owner's Phone Number: (248) 396-7736
9. Total Grant Amount Requested: 10,000
10. Total Investment by Applicant: 50,000 +

11. Brief Description and History of Business:

Motel purchased in 2009, and since then have done many upgrades including Roof, windows parking lot, siding, painting and rooms remodel. Now trex for Balcony stairs.

12. Summary of Project Scope, Budget & Proposed Timeline:

Scope to remove old stairs and decking and install trex. Budget 54,000. -

13. Required Attachments to be included with this application (check all attached)

Two Project Cost Estimates \$ 54,500⁰⁰ and \$ _____ (attached).

Designs & Specifications (Plans, Dimensions, Colors, Materials and Location on Building/Property).

Photos of the current Façade, Property and/or structure that will be affected by the project (**photos submitted in digital format**).

If not the applicant, a letter from the property owner approving the proposed improvements.

The Undersigned Applicant Affirms and Understands That:

- a. The information submitted herein is true and accurate to the best of my knowledge.
- b. I have read and understand the Façade/Property Improvement Grant Program Guidelines and the DDA Business Design Guidelines and agree to abide by these conditions.
- c. I understand that receipt of a Façade/Property Improvement Grant Funding Commitment Letter from the DDA does not constitute application or approval for a City of Madison Heights Building Permit.
- d. I understand that the proposed project cannot begin until the DDA Board and/or staff reviews and acts upon this Façade/Property Improvement Grant Program application.
- e. I understand that any changes made to the approved Project without the approval of the DDA will give cause for the DDA to withdraw its funding commitment, in whole or part.

Applicant Signatures:



Date

9/19/25

Date

Submit the completed application with all required attachments to gilestucker@madison-heights.org or in person at:

Madison Heights DDA
300 W. Thirteen Mile Rd.
Madison Heights, MI 48071

Please call 248-583-0831 if you have any questions.









28

29

20

21



24

25

26

27

18

19





Autumn Wood Construction Inc.
 Phone: 586-634-5104
www.autumnwoodconstruction.com

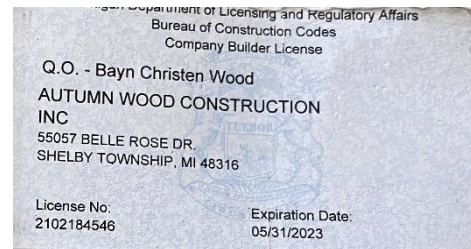
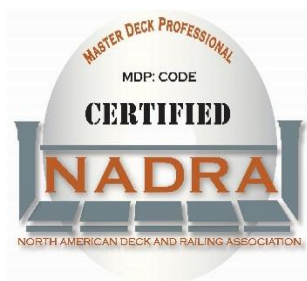
Our Mission Statement:

To perform complete customer satisfaction, and build a relationship of trust with diligent hard work, skilled craftsmanship, all in dependable time schedule!

Company Overview:

Established in 1999 - Our construction experience began in 1988-99 doing Masonry Construction, Framing Houses, and Landscaping. In 1999, I started Autumn Wood Construction drawing from our experiences in construction and love for designing & building.

Credentials: Our decks have been featured three times in Professional Deck Builder magazine, and we have written articles in Professional Deck Builder magazine on deck construction and design. We have built decks for the city of Auburn Hills, the VP of Pulte Homes, and The head engineer of the Chevy Volt. We have been chosen one of the top 12 deck builders in America by Timber Tech, and our decks have been featured on Timber Tech's website. We are certified to install: Timber Tech, Trex, Fiberon, and Azek.



Certifications

We are also a good standing member of NADRA (North American Deck & Rail association) We are the only certified NADRA deck builder in Michigan and one of only twenty or so across the country. In order to obtain our Master Deck Certification, we took a four part course which required 16 hours of classroom training and passing a two hundred question exam.

References:

Carl Knoll, Troy, (248) 821-6553

Toni Corsetti, Rochester, MI (248) 797-9684

Joe DiGiglio, Macomb Twp., (583) 322-0099

Steve Smith, Lake Orion, (248) 394-1120

Licensing and BBB References:

State of Michigan Labor and Economic Growth

(517) 373-1820 www.michigan.gov Search by builder's license number (2102184546)

Better Business Bureau: (248) 644-9100 www.easternmichiganbbb.org

Business Liability: State Farm Insurance, Agent Matt Waligora (586) 752-4122



PROPOSAL

Patio, Porch, & Deck Specialist

Phone: (586) 634-5104

Email: autumnwoodinc@msn.com

Website: www.autumnwoodconstruction.com

License #: 2102184546

DATE: 9/9/2025

**Gus - Rest Inn
27746 John R**

**Madison Heights MI
313-587-2191**

Start Date: November 2025

Completion Date: 8-12 days after starting

DESCRIPTION	AMOUNT
<u>5' 3" x 78' commercial deck re-surface with new railings:</u> Remove the existing decking & railings. Re-use the existing deck framing. Install all new Deckorators Voyage Sierra decking with all hidden fasteners, features to include a Dark Slate single perimeter border board & Double 12" Dark Slate fascia board to match the decking materials. Install new Westbury Tuscan 42" Grey aluminum railings. (No stairs are included.)	Total labor and materials. \$36,695
<u>New stairs and update stair landing:</u> Remove and replace the stairs with all new stair framing stringers 12" on center with equal rise and run. Update stair landings with all new framing except the exist supprt posts. All new 42" Westbury Tuscan grey aluminum stair railings and ADA handrails. Stair treads, stair risers and stair side fascia all Deckorators Voyage Sierra	Total labor and materials. \$17,875
<u>Proposal cost breakdown:</u> Railings \$24,895. Fascia \$10,725. Decking \$18,950.	

We Purpose To Furnish Labor & Materials - Complete in Accordance with above Specifications for the sum of:

Total: Fifty four thousand five hundred seventy dollars

Payments to be made as follows:

\$1,000	Deposit	Received	9-9-25 BW
\$26,785	Due when work begins.	Received	_____
\$26,785	Balance due when completed.	Received	_____

Authorized by: Bayn Wood, President, Autumnwood Construction, Inc. 18204 22 Mile Rd, Macomb, MI 48044

You, the buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transition. Cancellation must be done in writing. All work to be completed in a workmanlike manner according to minimal building standards. Any deviation from the above specification involving extra costs will be done only upon a written change order. This is to include, but is not limited to, hidden damages that are uncovered during the course of the job, and additional work required by local building inspectors. We are not responsible for any damages during construction to underground sprinkler systems, utility lines, buried debris, landscaping, and landscape lighting.

Acceptance of Proposal: The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: _____

Date: _____

RAILING *systems*

Item 2.

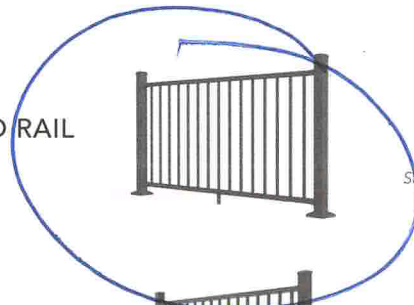
ALUMINUM RAILING

- Powder-coated aluminum
- 36" and 42" railing heights
- Aluminum post kits in two sizes - 2½" and 4"
- Bracket Install Template for Contemporary Rail and Rapid Rail profiles available

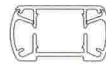
Learn more about our Aluminum Railing here:



RAPID RAIL



PROFILE

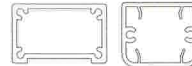


Same Top & Bottom Rail Profile

COLORS



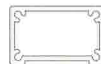
CONTEMPORARY



Top & Bottom Rail Profile



CONTEMPORARY CABLE



Top Rail Profile



GLASS RAIL POST KITS



Glass sold separately



COMPOSITE RAILING

- 36" rail height
- 4x4 post sleeve kits sold separately

Learn more about our Composite Railing here:



PROFILE



Top & Bottom Rail Profile

COLORS

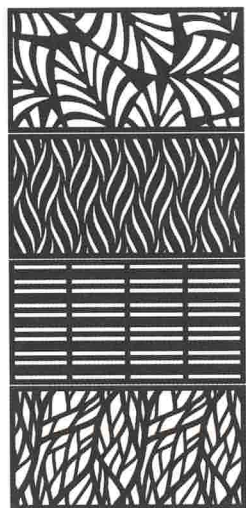




Summit Decking in Glacier with Privacy Screen System using Pier Inserts and Dark Slate Slats.
Aluminum Contemporary Railing in Textured Black around perimeter of deck.

PRIVACY SCREEN SYSTEM

Effortlessly introduce both definition and seclusion to your outdoor environment



Screen Panels

PALM

WICKER

PIER

WILDWOOD



Slats

Post Kit

FRAME COMPONENTS

- 4' x 6' Mixed Material Frame Kit that accommodates various infill options (works with 1/4", 5/8" & 7/8" thick materials)
- All adapters, spacers and dividers included in kit

INFILL OPTIONS

- Privacy Screen Panels in 4 on-trend styles
- 3 colors of double-sided Privacy Screen Slats

POSTS

- 2½" Post Kit (76" tall)

Rest Inn

Item 2.



Stairs: All new 2x12 stair stringers 12" on center, 7" solid composite rise, and 11" composite treads.

Landings: Remove old wood decking and replace with new composite

42" railings

Remove old wood deck & replace with new composite decking.

27746 John R Road Madison Heights MI

Deck re-surface and new stairs and railings.

Rest Inn

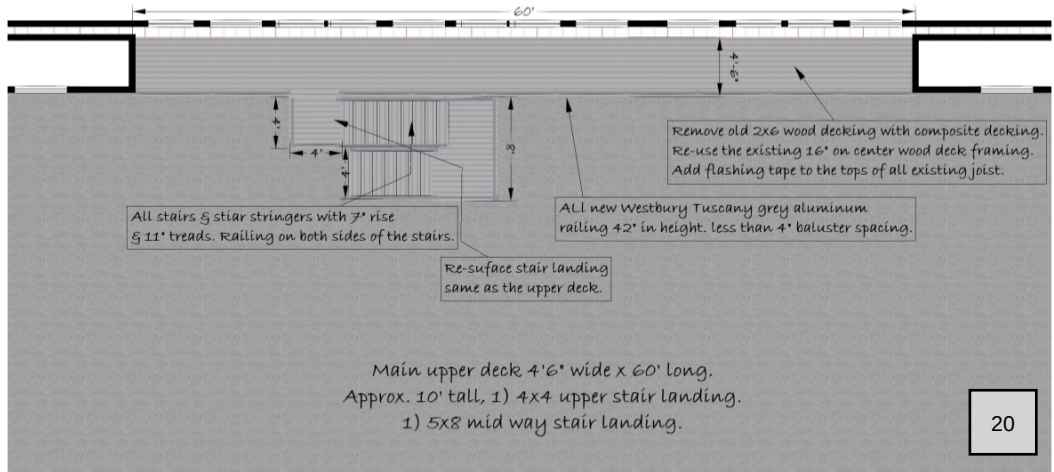
Proposed re-surface the main upper deck, and both stair landings.

Replace the stairs stringers for equal rise and run.

Also replace the railings with 42" aluminum railings.

27746 John R road Madison Heights MI

Item 2.



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: 11 Mile Streetscape- Landscaping & Snow Removal Costs

DDA Area Snow Removal- Snow Removal Costs in Streetscape Area

With the completion of the 11 Mile Streetscape, the project has added additional paved surface to the project area in the following areas:

- E. side of Townley Intersection
- E. side of Delton Intersection
- E. side of Osmun Intersection
- Sidewalk on N. Side of 11 Mile where there is now a 10ft wide pedestrian pathway, roughly twice the amount of paved surface to clear.

Currently all DDA area businesses are responsible for snow removal on their property and their portion of the ROW. In the Streetscape area, the project has doubled the amount of snow to be cleared and expanded snow removal necessary to keep the intersections cleared for pedestrians. The DDA board needs to decide whether we are going to pass these costs onto the DDA businesses in the area or assume some of these costs. I have reached out to Green Meadows, Gratiot Landscaping, and Capital Landscapes for pricing for two scenarios:

Option 1: Intersections Only- Provide per push and by season costs.

- E. side of Townley Intersection
- E. side of Delton Intersection
- E. side of Osmun Intersection

Option 2: Intersection + North Side 10ft multi-use path from John R to Lorenz. Provide per push and by season costs.

- E. side of Townley Intersection
- E. side of Delton Intersection
- E. side of Osmun Intersection
- Plow Sidewalk on N. Side of 1 Mile where there is now a 10ft wide pedestrian pathway.

I hope to have this pricing for comparison by the time of our meeting.

Staff Recommendation

Staff recommends that the DDA Board agree to take action at this meeting by either approving a motion to direct DDA staff to provide notice to all affected business owners of their responsibility to keep all ROW clear of snow, including the pedestrian areas at the intersections, OR authorize staff to seek out proposals for additional snow removal services for the 2025 season, allowing for companies, including the ones that provided initially pricing the opportunities to competitively bid the project.

DDA Area Landscaping- Additional Landscaping Costs in Streetscape Area:

The DDA currently receives the following services from Green Meadows Lawnscape as a part of a larger City-wide contract. This contract includes turf maintenance, fertilizer/weed control (3) times a year, ROW trash removal and trash bin removal. **In practice, this costs the DDA roughly \$21,000 each year.** A breakdown of these services is included with this memo. After speaking with Justin K at DPS, he confirmed that there would not be additional turf maintenance costs expected after 11 Mile Streetscape project.

The 11 Mile Streetscape project included the removal of (15) trees the addition of 58 shade trees, 47 “compact trees” and 206 5-gallon shrubs. All these plants have a one-year warranty, but afterwards if they are to be replaced, it will be at additional costs of the DDA. Further, with the new streetscape these plantings are in new planter beds with mulch that will need to be replenished from time to time. Our existing landscaper has provided a cost proposal for Perennial Cut Back and Mulching that has been included with this memo.

Staff Recommendation

No action is recommended at this time, but it may be wise for the DDA to see how next season goes, what plantings need to be replaced and consider included funds towards ongoing landscape maintenance and planting replacement.

Project B
Downtown Development Authority Area (DDA)

Site Information

The contractor should assume that the right-of-way area (between the sidewalk and the street curb) along the major road, and to the rear property line for corner lots on side streets for all properties within the Downtown Development Authority Area will require mowing and maintenance services. An exception list will be provided prior to the mowing season each year. The DDA boundaries are: John R from Gardenia to 10 Mile Road and Eleven Mile Road from Interstate 75 to Lorenz, as shown on the enclosed map.

The trash removal services, upon approval by the DDA, shall encompass the same area. Existing receptacles are noted on the enclosed map as well.

PRICING SECTION – BID #1046 CITY OF MADISON HEIGHTS MOWING & LANDSCAPE MAINTENANCE
Complete and return this form with your sealed bid.

- Bidders must bid on all of the projects, and options. The City will determine which options it requires.

Project A – Median & Interchange Mowing and Maintenance

Price per weekly Turf Maintenance, Complete, all Project A Areas \$ 750.00

Option 1 – Fertilize and weed control all turf areas

May – weed/feed, crab grass, broad leaf \$ 1,150.00

July – fertilization \$ 1,150.00

September – fertilization, broad leaf \$ 1,150.00

Project B – Downtown Development Authority*

Price per weekly Turf Maintenance, Complete, all Project B Areas \$ 550.00

Option 1 – Fertilize and weed control all turf areas

May – weed/feed, crab grass, broad leaf \$ 400.00

July – fertilization \$ 400.00

September – fertilization, broad leaf \$ 400.00

Option 2 – Trash Removal Program

ITEM #1:

Nine Industrial (30 to 55 gallon) Trash Receptacle/Maintenance

Unit Cost per week to empty nine (9) receptacles \$ 75.00

(1x week schedule for 1 year)

ITEM #2:

Sidewalk/Right-of-Way Trash Pick Up

(1x week for 1 year)

Unit Cost for weekly clean up of entire DDA area \$ 75.00

**subject to DDA Board approval of program*

Project C – City Facilities Mowing and Maintenance

Price per weekly Turf Maintenance, Complete, all Project C Areas \$ 2,973.00

Option 1 – Fertilize and weed control all turf areas at City Buildings (Civic Center campus, Department of Public Services, Fire Station 2)

May – weed/feed, crab grass, broad leaf \$ 600.00

July – fertilization \$ 600.00

September – fertilization, broad leaf \$ 600.00

Option 2 – Fertilize and weed control all turf areas in the City Parks

May – weed/feed, crab grass, broad leaf \$ 6,140.00

July – fertilization \$ 6,140.00

September – fertilization, broad leaf \$ 6,140.00

Option 3 – Non-Selective Herbicide Application (Recreational Vehicle Storage Lot, Impound Lot, DPS Facility)

Price for each application \$ 575.00

*On a separate page, please itemize the cost for each facility denoted in Project C

Project D – Miscellaneous Areas and Rights-of-Way Mowing & Maintenance

Price per weekly Turf Maintenance, Complete - all Project D Areas & ROW as specified, \$ 975.00

Option 1 – Fertilize and weed control all turf areas

May – weed/feed, crab grass, broad leaf \$ 775.00

July – fertilization \$ 775.00

September – fertilization, broad leaf \$ 775.00

Additional Turf Maintenance

Price per additional acre (weekly) \$ 90.00

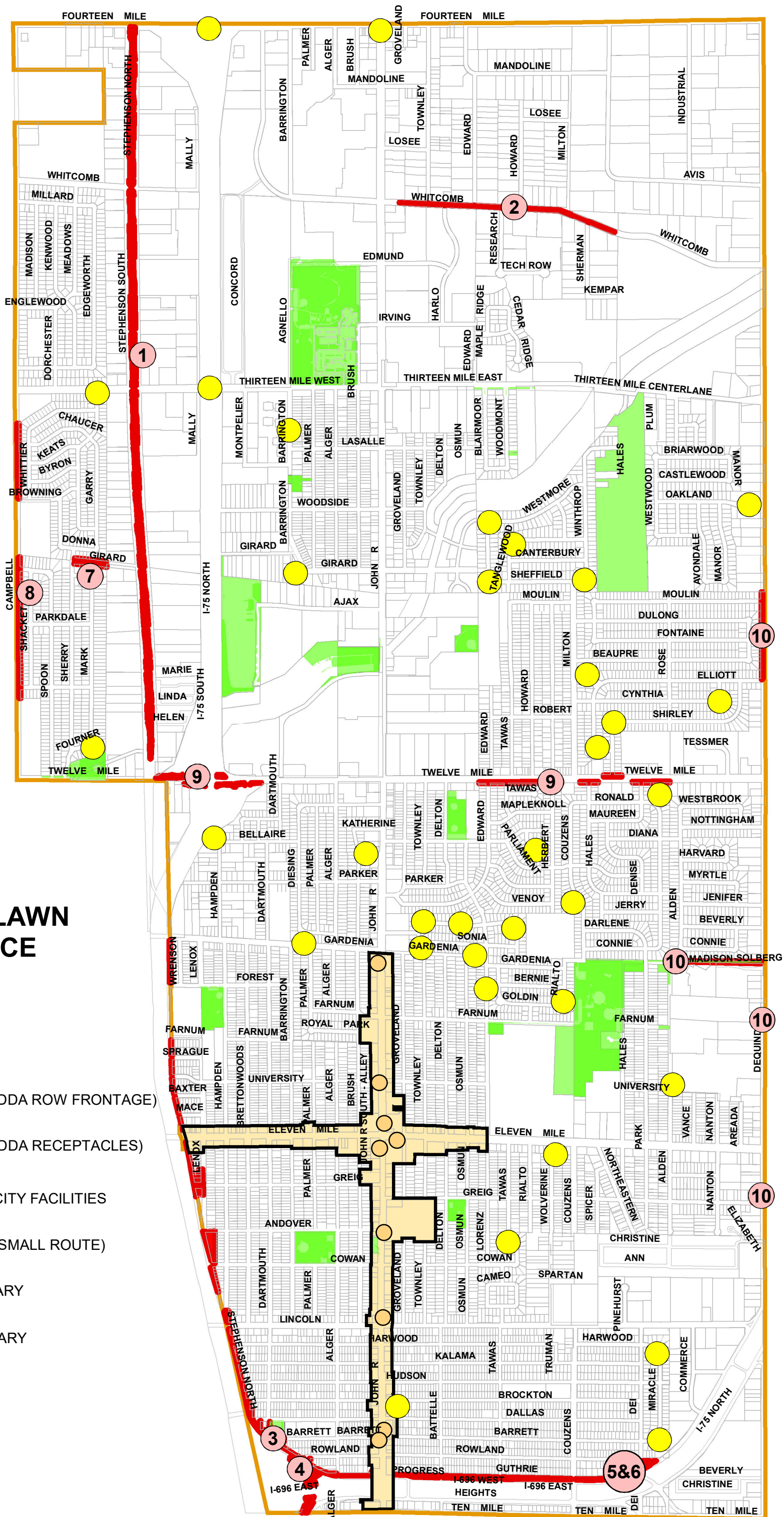
Type text here

AREA MAP MOWING & LAWN MAINTENANCE

- PROJECT A
- PROJECT B (DDA ROW FRONTAGE)
- PROJECT B (DDA RECEPTACLES)
- PROJECT C CITY FACILITIES
- PROJECT D (SMALL ROUTE)
- DDA BOUNDARY
- CITY BOUNDARY



1 inch = 1,375 feet





2359 Avon Industrial Dr.

Rochester Hills, MI, 48309

Madison Heights Mulch - Perennial Cut back – Weeding – One Side

10 yards of mulch for tree rings - \$1,000.00

50 yards of mulch for beds - \$5,000.00

Weeding of all beds - \$1,200.00 each time

Perennial cut back - \$1,000.00 plus \$250.00 Dumping

FOR BOTH SIDES

20 yards of Mulch for tree rings - \$2,000.00

100 yards of mulch for beds - \$10,000

Weeding of all beds - \$1,800.00 Each time

Perennial cut back \$1,500.00 Plus \$250.00 dumping

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

Date: October 20, 2025

To: Downtown Development Authority Board Members

From: Giles Tucker, Community Development Director

Subject: SEMCOG "Safe Streets Now" TAP Grant- 11 Mile Streetscape Area

SEMCOG is administering a one-time "Safe Streets Now" call for project due November 7th 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.

The proposed grant would include (1) RRFB in the DDA streetscape area either on Townley or Delton rough as depicted in the images included along with the memo. RRFB were considered as an option within the 11 Mile Streetscape to enhance pedestrian safety but were ultimately not included in the project due to budget constraints as the cost of a single RRFB system is roughly \$30,000.

Staff Recommendation

City staff is asking that the DDA board authorize the DDA Executive Director to offer a letter of support along with this application on behalf of the DDA board.

SAFE STREETS NOW: *Call for Projects*

\$2 million available in FY 2026 and \$5 million available in FY 2027
for shovel-ready projects that enhance safety and access for bicyclists and pedestrians.

TIMELINE

Sept. 29, 2025	Call for Projects Opens
Oct. 7, 2025	SEMCOG University - Safe Streets in FY 27 Call for Projects
Oct. 9, 2025	SEMCOG University – Access to Transit in FY 26-27 Call for Projects
Oct. 23, 2025	General Assembly Session
Nov. 7, 2025	Applications Due to SEMCOG
Nov. 10-14, 2025	Reviews/Follow-Up with Applicants
Nov. 21, 2025	Applicant Responses Due with Follow-Up Information
Dec. 5, 2025	Regional Review Committee Funding Decision

ELIGIBLE PROJECTS

FY 2026 and FY 2027:	FY 2027:
Access to Transit - Bus Stop Enhancements -ADA compliance upgrades (within 0.25-mile) -Lighting -Shelters -Bus landing pads -Modular Boarding Islands -Bike/scooter racks	Traffic Calming -Speed humps -Gateway Treatments -Mini-Circles -Raised crosswalks/intersections -Protected Intersections -Curb extensions
	Signals/Beacons -Accessible/Countdown pedestrian signals -Pedestrian hybrid beacons (HAWK) -Rectangular rapid flashing beacons (RRFB)
	Medians and Pedestrian Refuge Islands -Mid-block crossings -Approaches to multilane intersections
	ADA Compliance Retrofits -Curb ramps -Detectable warnings/ADA pedestrian signals
	Crosswalks and visibility enhancements -New crosswalk -Lighting -Signage -Pavement markings (high visibility)
	End-of-Life Sidewalks and Trails -Rehabilitate existing footprint

APPLY NOW

QUESTIONS?

Contact Brian Pawlik (pawlik@semcog.org)
or Ally Racisz (racisz@semcog.org)

E. 11 Mile Road Recommendations (up to 2 locations could be selected). Alternative locations may be considered





CONSIDERATIONS:

- Why here? Located towards the center of the DDA streetscape area, a few blocks away from the nearest signalized pedestrian crossing (John R Road).
- Will not require the installation of new concrete crosswalk approaches and ADA detectable warning plates, as these were installed during streetscape project.

CONCERNS:

- 1) Will need to remove the existing pedestrian crossing signs.
- 2) A vehicle parked within the nearest on-street parking space on the north side of E. 11 Mile Road could block driver visibility of the RRFB from the west. The sign should be placed in the most visible area given the on-street parking spaces.



CONSIDERATIONS:

- Why here? Located towards the center of the DDA streetscape area, a few blocks away from the nearest signalized pedestrian crossing (Lorenz).
- Will not require the installation of new concrete crosswalk approaches and ADA detectable warning plates, as these were installed during streetscape project.

CONCERNS:

- 3) Will need to remove the existing pedestrian crossing signs.
- 4) A vehicle parked within the nearest on-street parking space on the north side of E. 11 Mile Road could block driver visibility of the RRFB from the west. The sign should be placed in the most visible area given the on-street parking spaces.

APPENDIX - TRAFFIC SUMMARY

Madison Heights - 11 Mile Streetscape - NFE Job N753

F&V Comments, December 18, 2023

1. Lane width: We are proposing 10.5' wide lanes with a 6' wide center island
 - We went with 10ft lanes and 8ft parking on Maple Rd in Birmingham. Lots of complaints about the difficulty parking. With 2 lanes at 10.5ft, I don't see this as an issue here.
2. Speed Limit
 - Existing Speed limit 35 mph.
 - Can't reduce speed limit without a speed and safety study.
 - Reducing the lane widths will help reduce the speeds, or reducing the number of lanes (4 to 2) would likely further reduce the speeds through the area.
3. Proximity of center islands to intersections to allow proper turning movements, etc.
 - You'll want to run auto-turn at all of the intersections to make sure ingress and egress trucks can make the movements. One concern with the narrow median is vehicle will try to use it as a turn lane, but it'll be too narrow and creates the potential for rear-end and sideswipe crashes.
 - One thing we ran into in Birmingham is that people continue to make U-turns at the narrow medians to access on-street parking, driveways and intersections. The medians are too narrow for turning movements, which then creates issues for landscaping and potential for crashes.
 - Would they consider narrowing to a two-lane section with median?
4. Parallel parking space dimensions, 8'x22' (need to maximize parking due to loss of ROW parking) Are the angled ends to be 45 degree?
 - 45 degrees is OK.
 - Optional parking can be 20' with 4' boxes

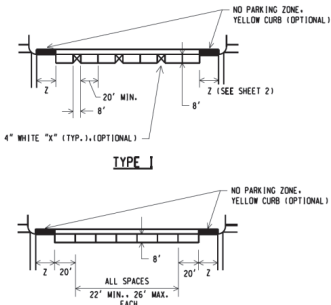


TABLE R211 ON-STREET PARKING SPACES

Total number of metered or designated parking spaces	Minimum required number of accessible parking spaces
1 to 25	1.
26 to 50	2.
51 to 75	3.
76 to 100	4.
101 to 150	5.
151 to 200	6.
201 and over	4 percent of total.

- You'll need to add ADA parking per PROWAG requirements. The number of spaces required is based upon the "block perimeter". Since there is no commercial parking on the adjacent streets, you'll need to add one ADA parking space per block, per side of the road.

5. Proximity of parking spaces to the PC of crosswalks of the intersections. For both backup movements and forward movements.
 - I would suggest adding crosswalks on all intersection legs.
 - I don't see any location for a true mid-block crossing. But all of the intersections should have enhanced crosswalks.
 - No parking is permitted within 20' feet of a marked crosswalk at unsignalized intersections per Michigan Vehicle Code. We've also had sight distance issues in Birmingham on S. Eton and have prohibited parking withing 30' of the intersection or 20' of the crosswalk, whichever is greater.
6. The location of proposed new driveways where curb cuts were removed. The blue X is where existing driveways are located.
 - I would recommend eliminating the driveway access within the intersection influence area. Recommended driveway access spacing is 115 feet minimum from the intersection.
7. Mid-Block crossing treatments, design requirements (RRFB, HAWK) , cost estimate
 - There isn't a location for a true mid-block. There is no controlled crossing locations along the corridor, therefore an RRFB could be considered at either Townley or Delton
 - Locate at the intersection with the highest pedestrian demand or potential ped demand
 - RRFB cost is about 30k installed. HAWK is about 100-150k, this might be an option if there are more peds.

Other Notes:

- Have you talked to SEMCOG about the TAP grant? We recently applied for one in Birmingham and they provided feedback regarding what they would be looking for in the application and how best to get funded.
 - Have you considered adding bike lanes?
 - Ped countdown signals should be considered at Lorez, either as part of the TAP or a HISP

PERIOD ENDING 10/31/2025

Item 5.

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	
		AMENDED BUDGET	10/31/2025	MONTH 10/31/2025	BALANCE		
		NORMAL	(ABNORMAL)	INCREASE	(DECREASE)	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		1,868.83	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		1,868.83	41,461.99	83.73
Dept 023 - STATE SHARED REVENUES							
248-023-573-0000	LOCAL COMMUNITY STABILIZATION SHARING	27,545.00	0.00		0.00	27,545.00	0.00
Total Dept 023 - STATE SHARED REVENUES		27,545.00	0.00		0.00	27,545.00	0.00
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	5,450.00		490.00	(5,450.00)	100.00
Total Dept 044 - MISCELLANEOUS REVENUE		500.00	5,450.00		490.00	(4,950.00)	1,090.00
Dept 048 - TRANSFERS IN							
248-048-699-0000	TRANFERS 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	298,892.39		2,358.83	598,834.61	33.29
Expenditures							
Dept 863 - DOWNTOWN DEVELOPMENT AUTHORITY							
248-863-729-0000	FORMS AND PRINTING	500.00	450.00		0.00	50.00	90.00

34

PERIOD ENDING 10/31/2025

Item 5.

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2025 NORMAL (ABNORMAL)	MONTH 10/31/2025 INCREASE (DECREASE)	BALANCE 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	1,551.90	0.00	714.10	68.49
248-863-817-0000	EVENTS	0.00	5,186.00	3,003.00	(5,186.00)	100.00
248-863-818-0000	CONTRACTUAL SERVICES	20,000.00	2,542.18	0.00	17,457.82	12.71
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	2,200.00	0.00	15,300.00	12.57
248-863-832-1001	MAINTENANCE - ROW TRASH	3,500.00	600.00	0.00	2,900.00	17.14
248-863-921-0000	ELECTRIC	1,000.00	135.11	0.00	864.89	13.51
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 IMPRVMNT	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	622,804.55	3,003.00	245,523.45	71.72
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	622,804.55	3,003.00	274,922.45	69.38
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		897,727.00	298,892.39	2,358.83	598,834.61	33.29
TOTAL EXPENDITURES		897,727.00	622,804.55	3,003.00	274,922.45	69.38
NET OF REVENUES & EXPENDITURES		0.00	(323,912.16)	(644.17)	323,912.16	100.00

CASH SUMMARY BY FUND FOR CITY OF MADISON HEIGHTS
FROM 07/01/2025 TO 10/15/2025
FUND: 248
CASH AND INVESTMENT ACCOUNTS

Item 5.

Fund	Description	Beginning Balance 07/01/2025	Total Debits	Total Credits	Ending Balance 10/15/2025
248	DOWNTOWN DEVELOPMENT AUTHORITY	882,357.39	362,646.27	727,757.09	517,246.57

Downtown Development Authority of City of Madison Heights

Memorandum

Date: August 14, 2025

To: Downtown Development Authority Board Members

From: Giles Tucker, Community & Economic Development Director

Subject: Downtown Touch Event Evaluation

Event Costs / Budget

The DDA set a budget not to exceed \$15,000 for this event at our June meeting. Between sponsorships, t-shirt revenue, and vendor fees the DDA raised \$5,644.50 and expended \$10,569.53 for a total loss of \$4,925.03 for the event. The most significant cost for the event is cost of DPS equipment and labor at \$3,656.77. It is important to note that other city staff important to the event including the presence of Police officers walking the event, Giles' time and all of the city staff internally that help promote and support the event is not included in the cost of the event. Event planning is time consuming and labor intensive. See Revenue/Expense table:

11 Mile Streetscape Block Party October 4th		
Revenue	Actual Total \$	Description
DDA Budget Events Budget	\$15,000.00	\$15,000
DDA Vendor Fees	\$180.00	
Outside DDA Vendor Fees	\$720.00	
Gentle Foot and Ankle Care Sponsorship	\$1,000.00	
Custard Cone Inc. Sponsorship	\$500.00	
MAD Fuels Sponsorship	\$500.00	
Madison Petroleum Inc	\$500.00	
Weiss Distillery	\$500.00	
Woodpile BBQ	\$500.00	
Bokani Group	\$500.00	
Joe Keys/ Correct Care Care T-Shirt Sponsorship	\$384.50	
T-Shirt Sales Revenue	\$360.00	
Grand Total	\$20,644.50	
Expenses		
West Bend	\$308.00	Event Insurance Rider
Mary Beth Saltzman / Cherripaints LLC	\$515.00	Face Painting & Balloon Art (3 Hours)
Oakland County Parks	\$515.00	Oakland County Parks Rock Wall &
Tee Pee Inc.	\$1,875.00	Portable Toilets & Wash Stations
Exclusive Event Rentals	\$2,278.00	Generator rental
Bob Okony / The Klik Band	\$500.00	Bands/Live Music including Sound
Mitch's Prints	\$384.50	(51) T-Shirts
Home Depot	\$71.84	Zip Ties, Velcro Tape for Stage Banners
Amazon	\$225.92	Event Decorations & Balloons
Tools	\$239.50	Traffic Cones & Safety Vests
DPS	\$3,656.77	Facilities Coordinator, foreman, two operators and vehicle costs
Grand Total	\$10,569.53	

If this event was to continue there are a few ways the event could become more self-sustaining in the future. Being a first-time event, would be sponsors including from the cannabis industry may not have had enough time to consider or budget for sponsorships having more time to promote and advertise may improve our ability to gain sponsors. With additional planning time, and a more streamlined vendor onboarding process, we can consider increasing vendor fees or expanding the event to allow for more vendor spaces. Beyond this, we could also sell more t-shirt or find other forms of revenue to support the event if it were to continue.

Event Vendor Survey Results:

The event had 35 vendors including local food trucks, packaged food vendors, merchandise vendors and arts and craft. As of 10-15 we received 13 responses to a 10-question survey I sent to all event vendors. Overall, all the vendors that responded to the survey seemed to be very satisfied with the event turnout and sales and indicated that they would participate in a future event. I have included a survey summary along with this memo with more information.

Final Thoughts:

Feedback received from residents, staff, businesses and vendors was very positive overall. The event facilitated good community conversations including a lot of useful feedback for the City's Master Plan update and gave resident more access to DDA members, where they were able to learn more about the DDA area, the project and the future of downtown. The event also brought attention to existing businesses like Mitch's Prints, JJ's Custard, Woodpile and the available space for rent. It felt like the DDA was for the first time able to show residents what is possible for downtown Madison Heights.

The event planning process took a lot of time for staff and volunteers and at this time the event is not self-sustaining from a cost's perspective. First year events are very time-consuming because they require that you build everything from scratch including vendor forms, sponsorship forms, event maps, volunteer waiver, vendor list, rentals list, sponsorship list, budget etc. All these can be reused for future events. However, the most time-consuming items would remain including chasing insurance, vendor and sponsorship dollars. Further, the costs for the event will mostly persist and increase over time, the biggest being labor and equipment associated with a road closure and a weekend event. All these costs and the time spent should be carefully considered moving forward.

Responses Overview Active

Responses

13



Average Time

04:17



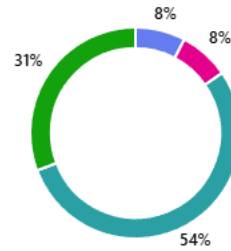
Duration

8 Days



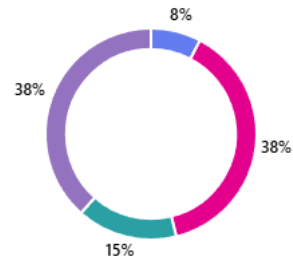
1. How did you find out about the event?

Social media	1
Word of mouth	1
Direct email or call from event staff	7
Recommendation from another vendor	0
Other	4



2. What vendor category below best describes your business?

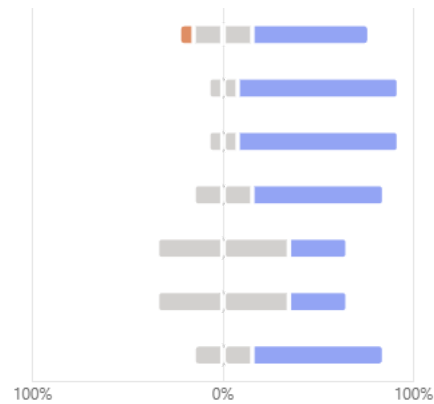
Food Truck	1
Food/Packaged foods	5
Merchandise/Clothes	2
Arts & Crafts	5



3. Please indicate how satisfied are you with the following aspects of the event.

Not Satisfied Satisfied Very satisfied

Application Process
Staff Communication
Event Location
Booth Location
of Attendees
Amount of Business Generated
The Event Overall



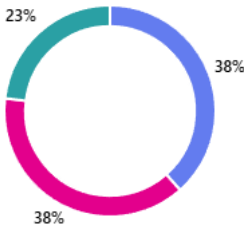
4. Did you receive all the information you needed prior to the event?

Yes	13
No	0
Other	0



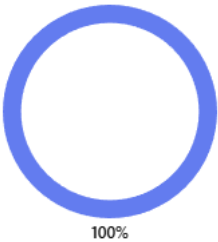
5. How did your sales compare with other similar events in the area?

Sales were more than at other events in the area	5
Similar with other events in the area	5
Less than other events in the area	3



6. Based on this years event, would you participate as a vendor again?

Yes	13
No	0
Other	0



7. Please share any other feedback about the event and your experience that can help us improve.

10
Responses

Latest Responses

"I loved everything but the application process. It should be an online application ... "

"overall, for your first event it was great! Weather was perfect. LOL"

"Downtown Touchdown was a wonderful event. I loved how it was a smaller venue..."

...

8. Would you want early notice of future vendor event opportunities in Madison Heights?

● Yes 13
● No 0



9. (Optional) What is your business name?

12
Responses

Latest Responses
"IronBody Studios"
"Club Venetian Banquet and Conference Center"
"Madison Heights Public Library"
...

10. (Optional) What is your email address?

11
Responses

Latest Responses
"Hannah@ironbodylife.com"
"events@clubvenetian.com"
...

1. "I think it was a really good event for it being its first year. I would recommend bringing in other vendors."
2. "Promote the event more to residents since most claimed to have not known about what was happening."
3. "We were booth 27 I believe, Gentle Foot and Ankle Care, and it was a lovely event. However, next time we would prefer not to be situated by the Football bowling or have that game located elsewhere. The ball kept flying into our booth and potential patients of ours, as well as knocking over some of our beverages and things. We were concerned that someone would get hurt as an elderly woman was hit in the arm by a stray throw. Overall, a quality event and we even exchanged business information with the booth next to us. Good people and friendly staff working the event."
4. "Should have at least 2 a year - beginning and end of summer."
5. "Longer hours for this event. How can we get more people to participate in this event both vendors and community. Maybe more awareness through social media or businesses displaying signage. "
6. "A couple local residents mentioned they wished more physical signage and advertising would have been done prior to the event. I'm sure as more events happen, the turn out will build and build, especially if events are held on a consistent basis. Overall, we met so many wonderful folks and had a blast! Would definitely be happy to come back and join again. Thanks for having us."
7. "More vendors to bring in more people. Vendors may be should all be together."
8. "Downtown Touchdown was a wonderful event. I loved how it was a smaller venue compared to Art Beats & Eats and other venues around town. It had a small town feel to it. The event was very well organized. I felt very supported with goodie bags and water throughout the day."
9. "Overall, for your first event it was great! Weather was perfect. LOL"
10. "I loved everything but the application process. It should be an online application with online payment. I filled out a paper application which was a bit much and the fact that I needed to get an insurance declaration was a bit much as well. It would make me hesitate for future events."

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: Updates on the 11 Mile Streetscape Annual Reporting, Holiday Decorations & More

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, I discovered that there was a sprinkler system routed into the ROW grass area. Will Fowler brought to my attention that it was now spraying on a timed basis. I 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. On one hand, it was routed onto city ROW, on the other it was likely broken because of the streetscape project.



Annual Brownfield Reporting Due August 31st Submitted Successfully.

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.

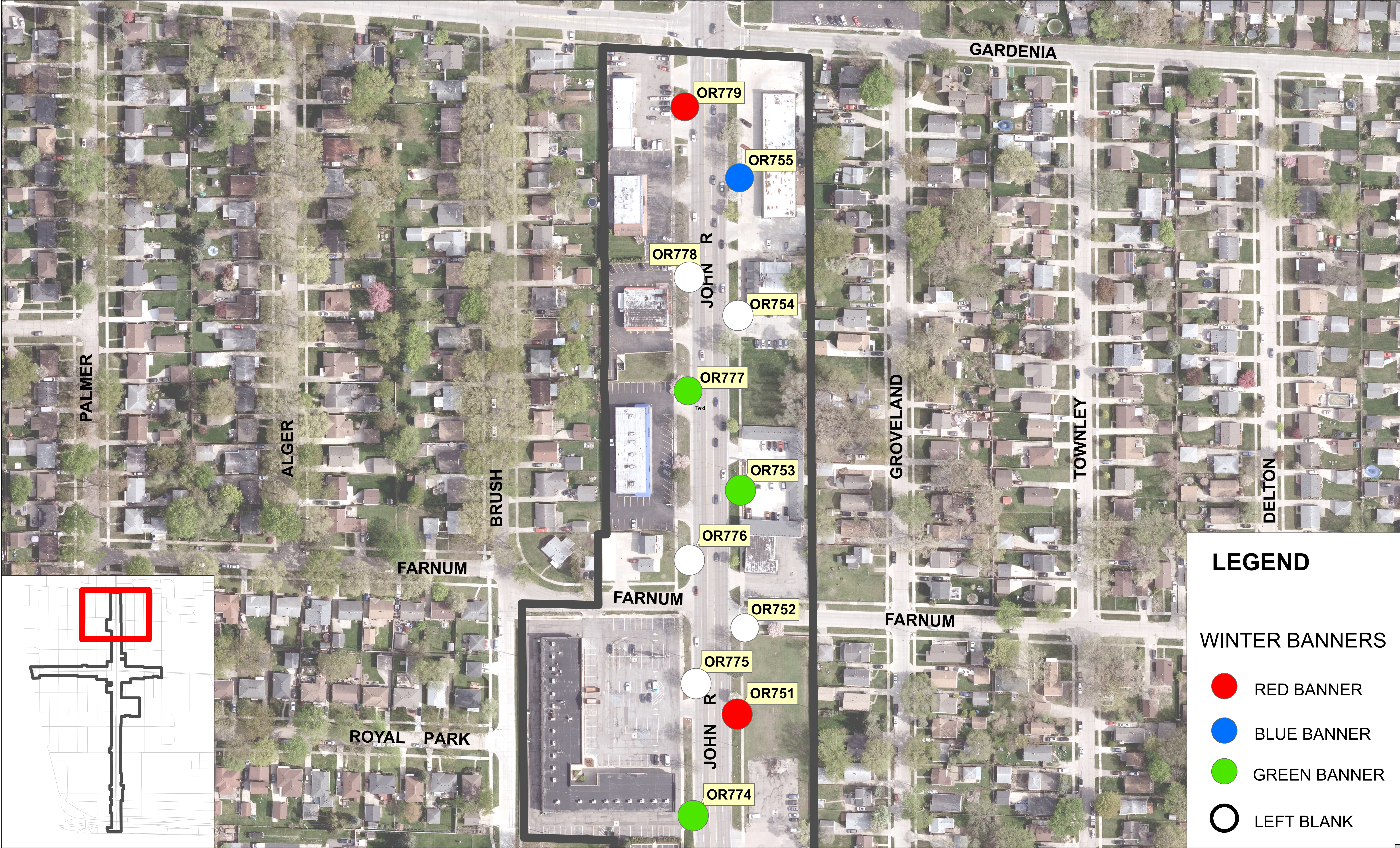
Brownfield TIF Guidelines/ Policy: I have begun a draft guidelines/policy for new Brownfield TIF applications, but I have struggled with what we will require for financial documentation, scoring criteria and things like minimum investment. I have requested assistance from the MEDC. Once I have identified some outside help, I'd like 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.



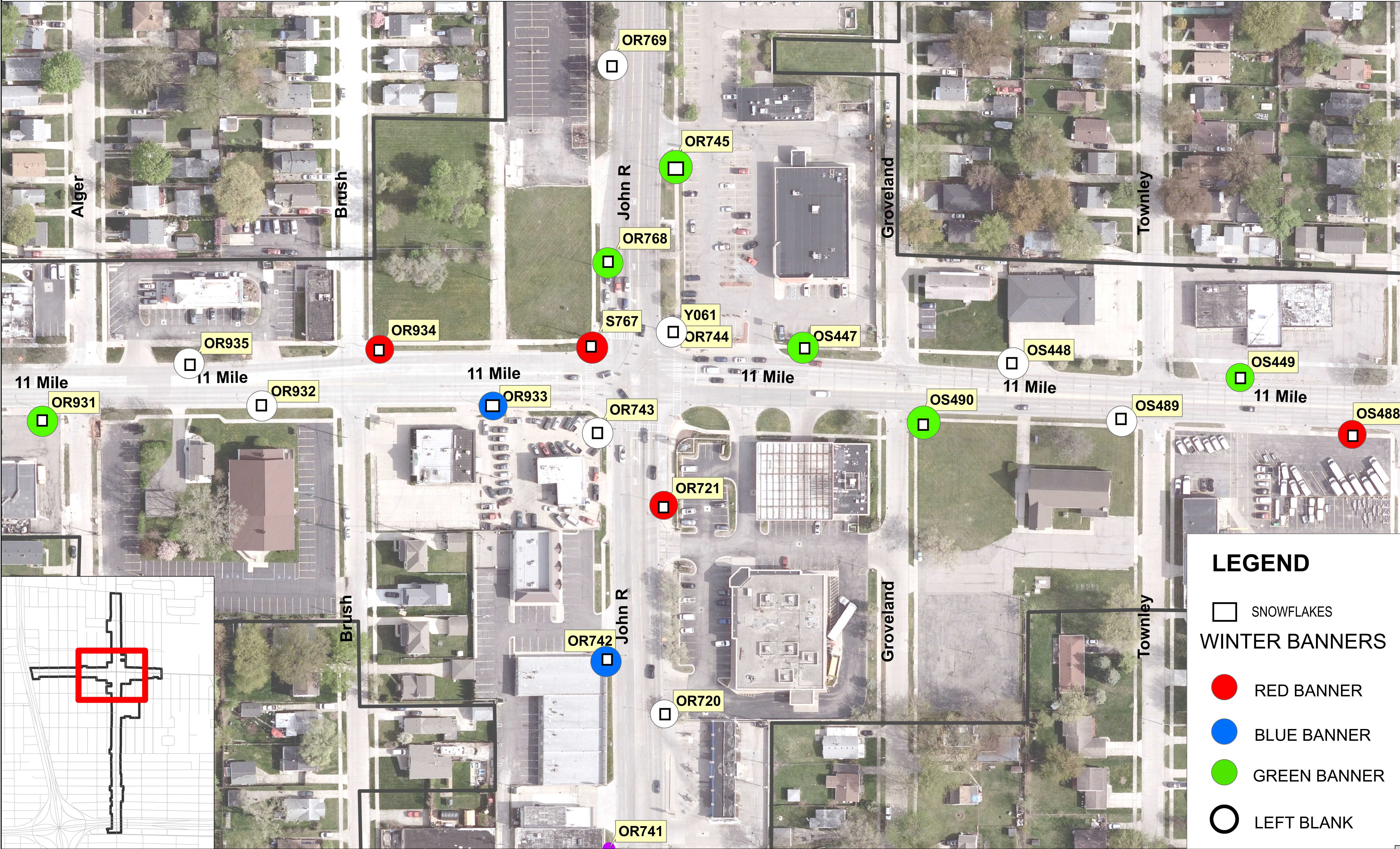
Holiday Decorations: Attached is the winter installation plan provided to the DPS for the season. DPS anticipates everything installed by 11/14/25.

WINTER BANNERS ON JOHN R: BETWEEN GARDENIA RD TO FARNUM RD

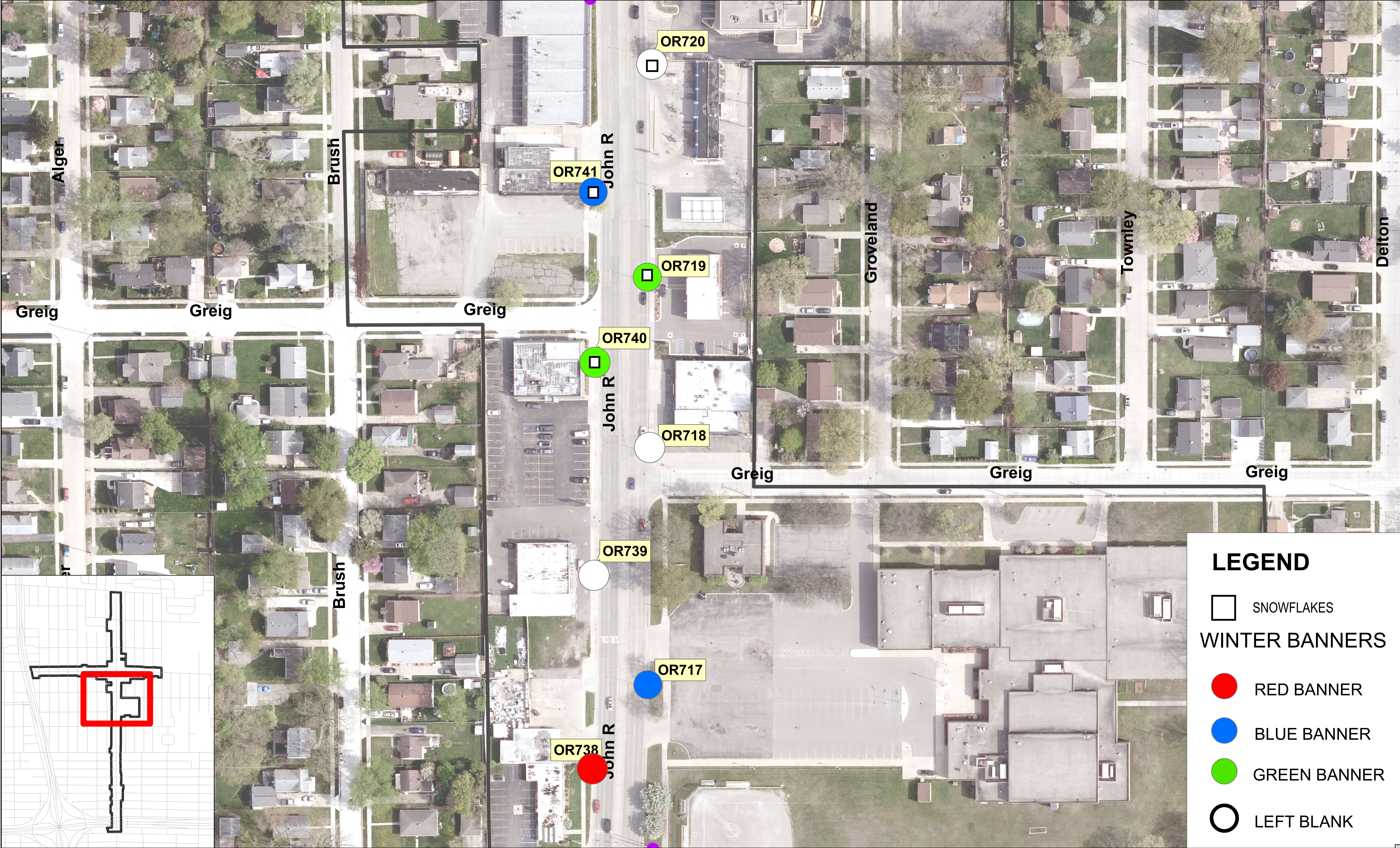




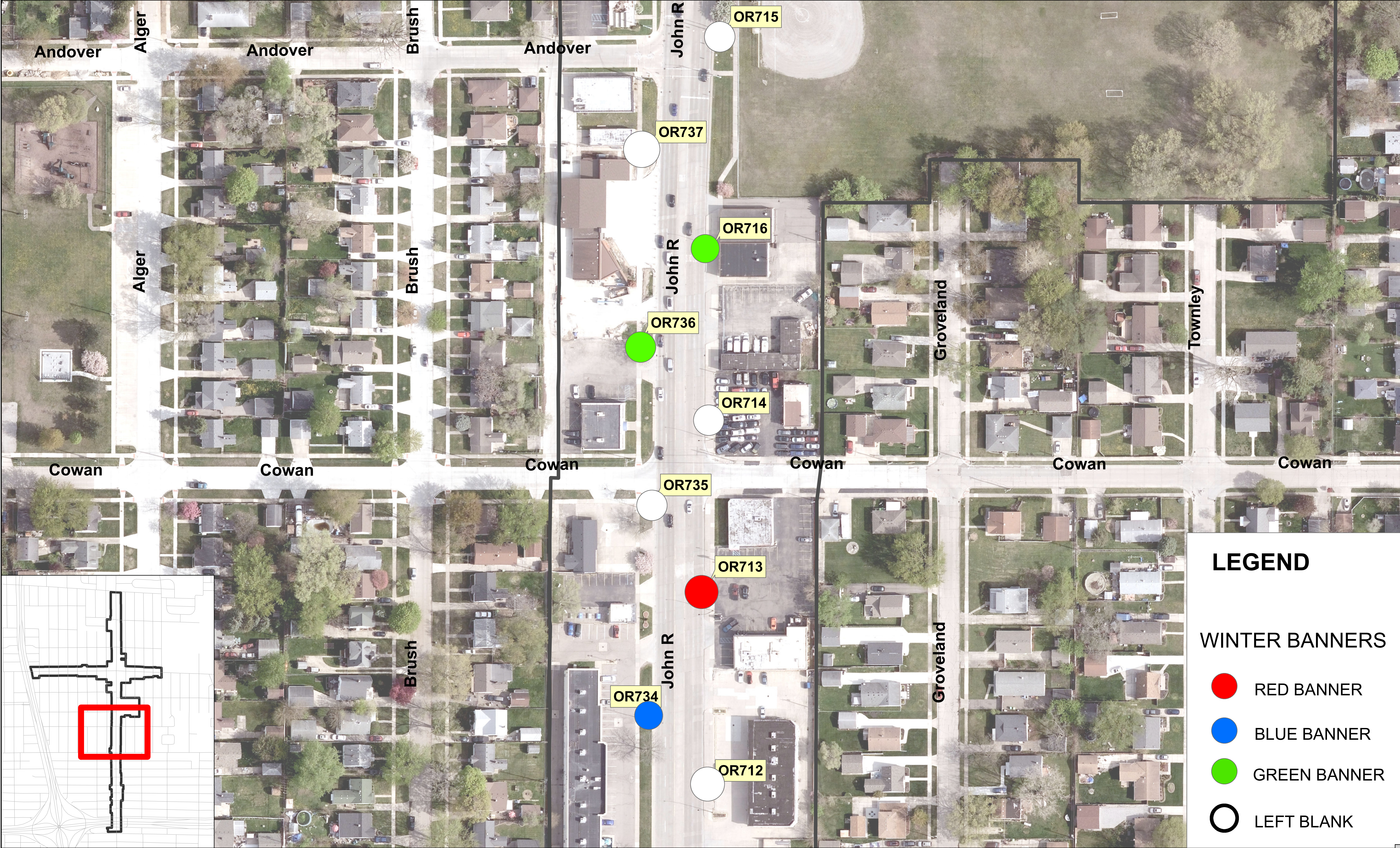
WINTER BANNERS ON JOHN R ROAD AND 11 MILE ROAD CROSSROAD



WINTER BANNERS ON JOHN R ROAD AND GREIG ROAD



WINTER BANNERS ON JOHN R ROAD BETWEEN ANDOVER AND COWAN ST

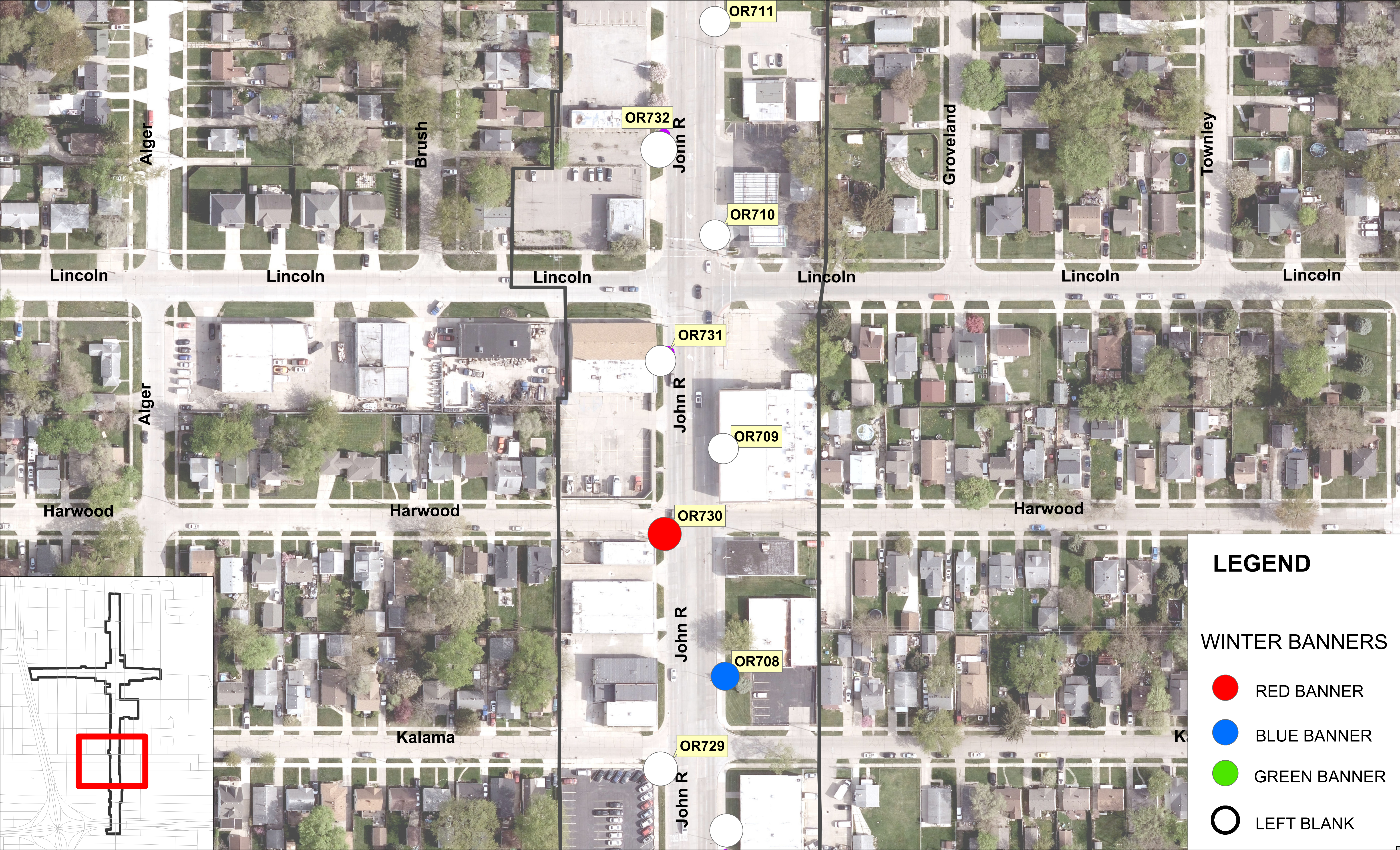


LEGEND

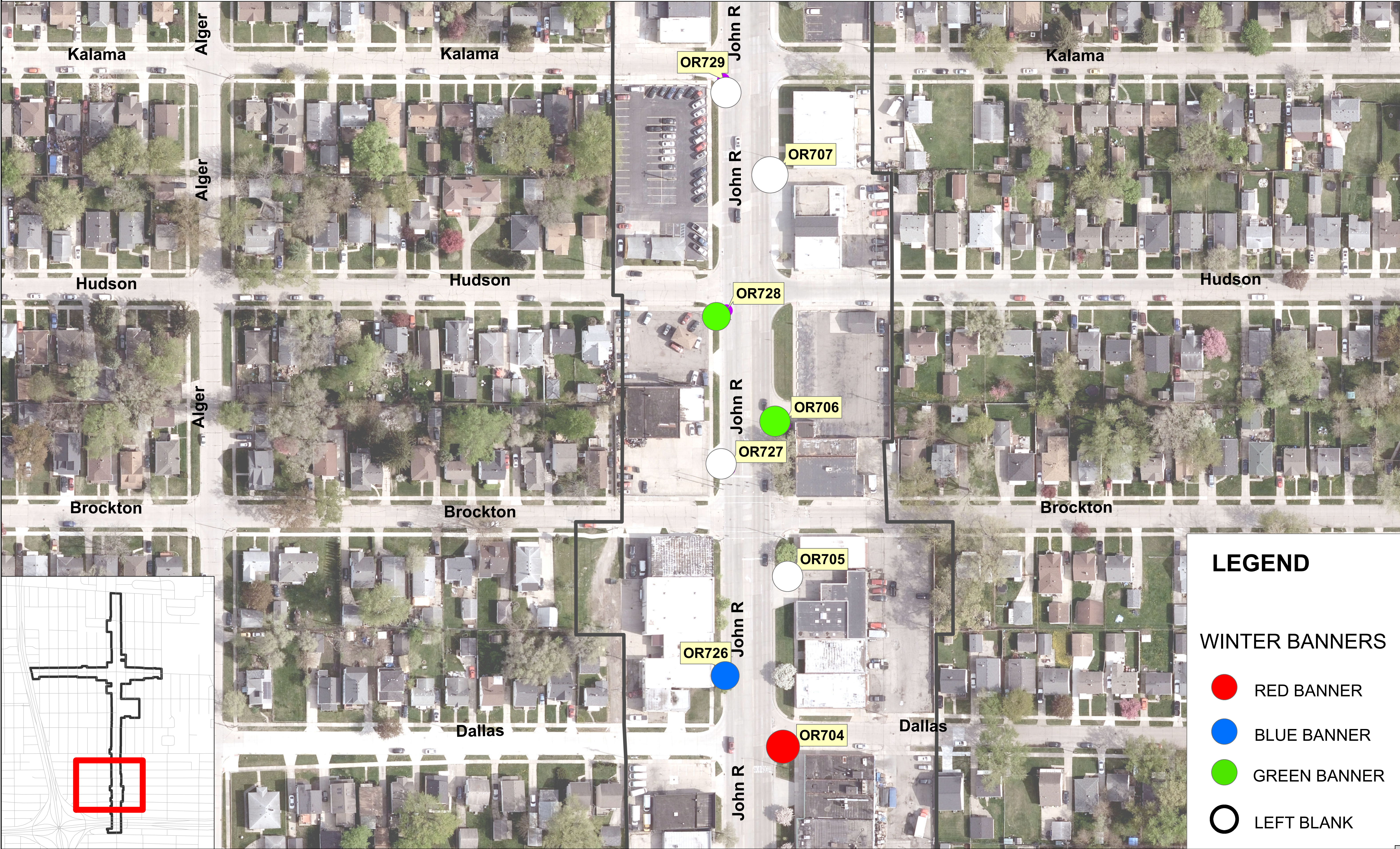
WINTER BANNERS

- RED BANNER
- BLUE BANNER
- GREEN BANNER
- LEFT BLANK

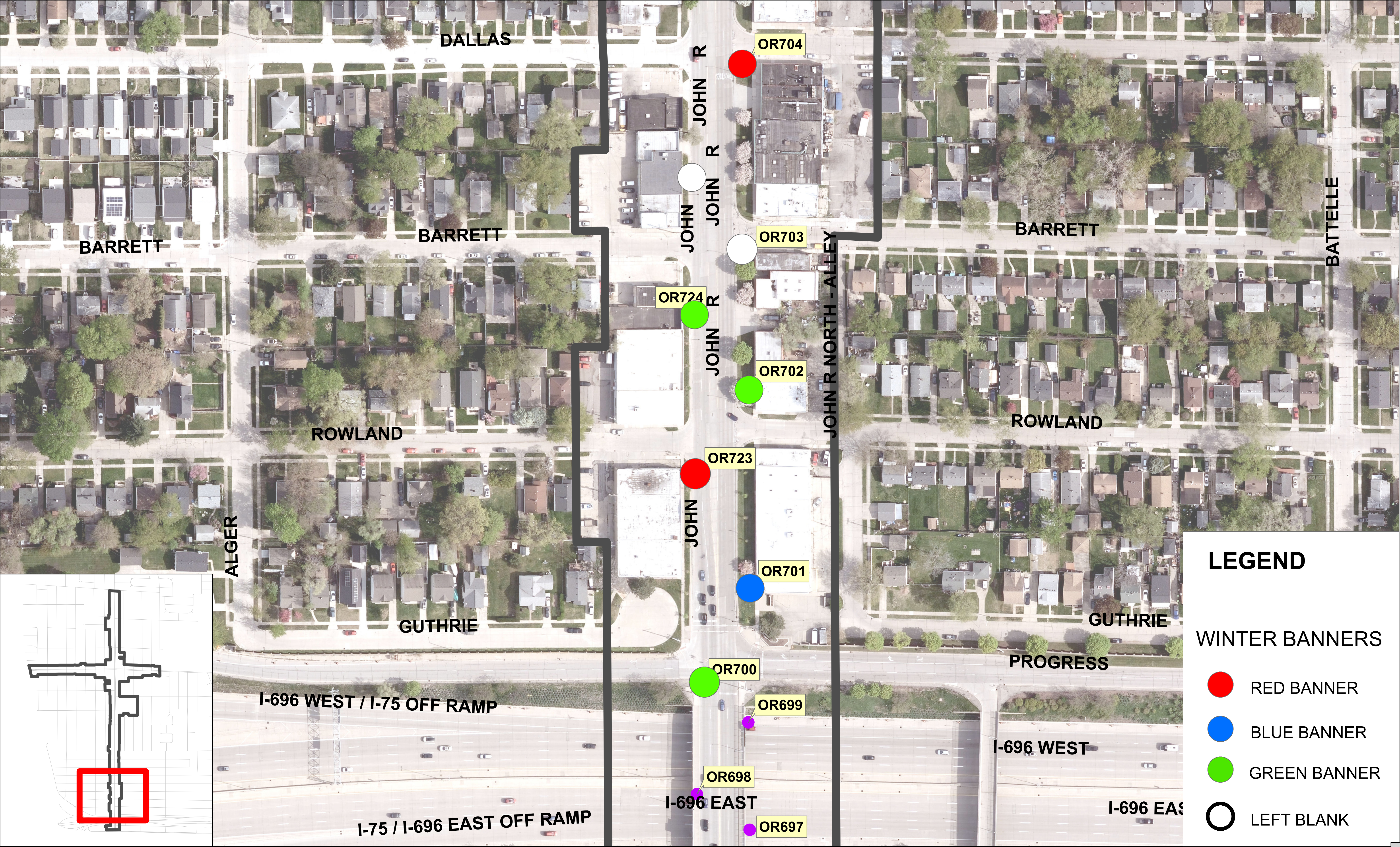
WINTER BANNERS ON JOHN R ROAD BETWEEN LINCOLN ST AND KALAMA ST



WINTER BANNERS ON JOHN R ROAD BETWEEN KALAMA ST AND DALLAS ST



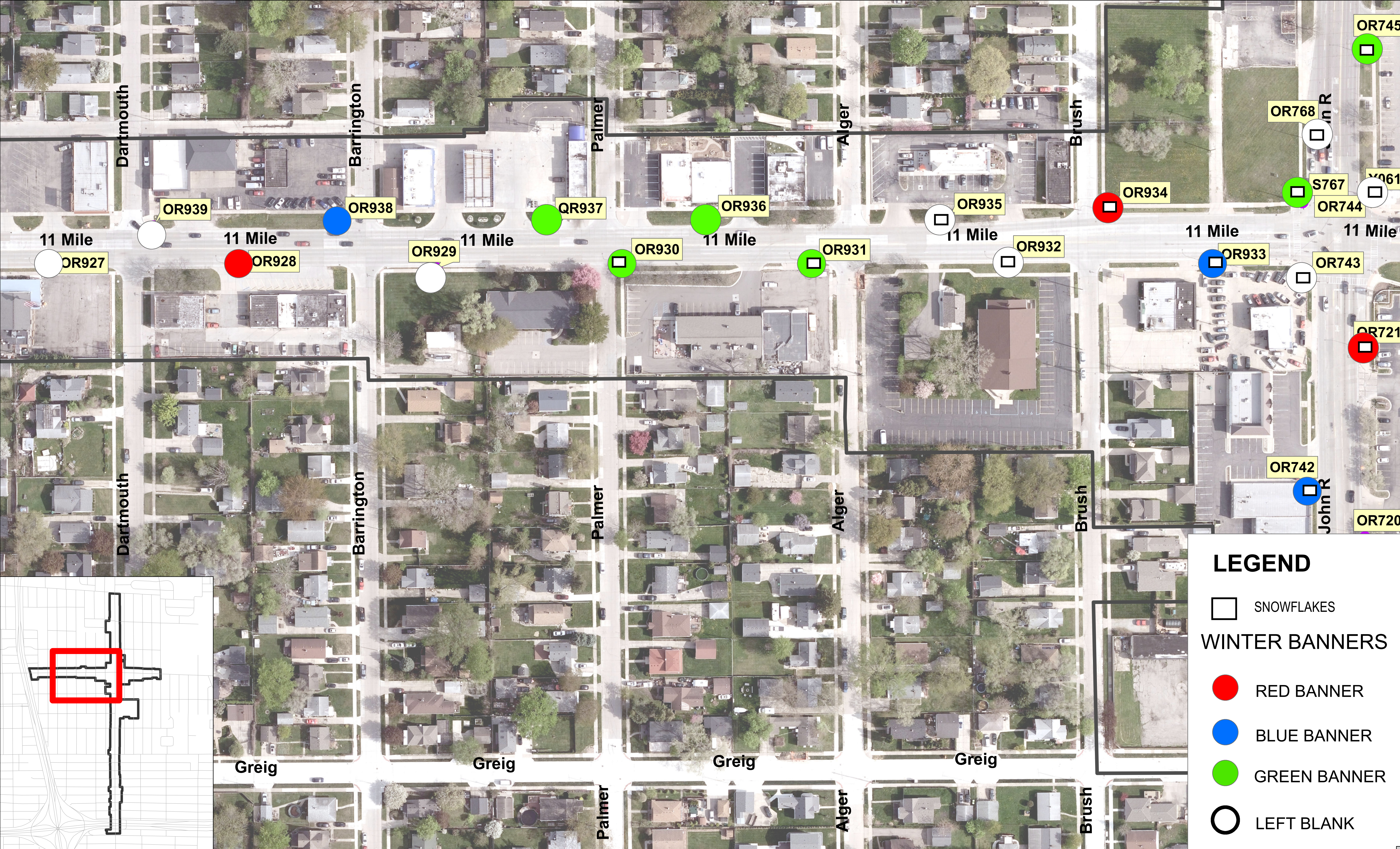
WINTER BANNERS ON JOHN R BETWEEN DALLAS ST & PROGRESS ST



WINTER BANNERS ON E 11 MILE ROAD BETWEEN JOHN R RD AND LORENZ ST



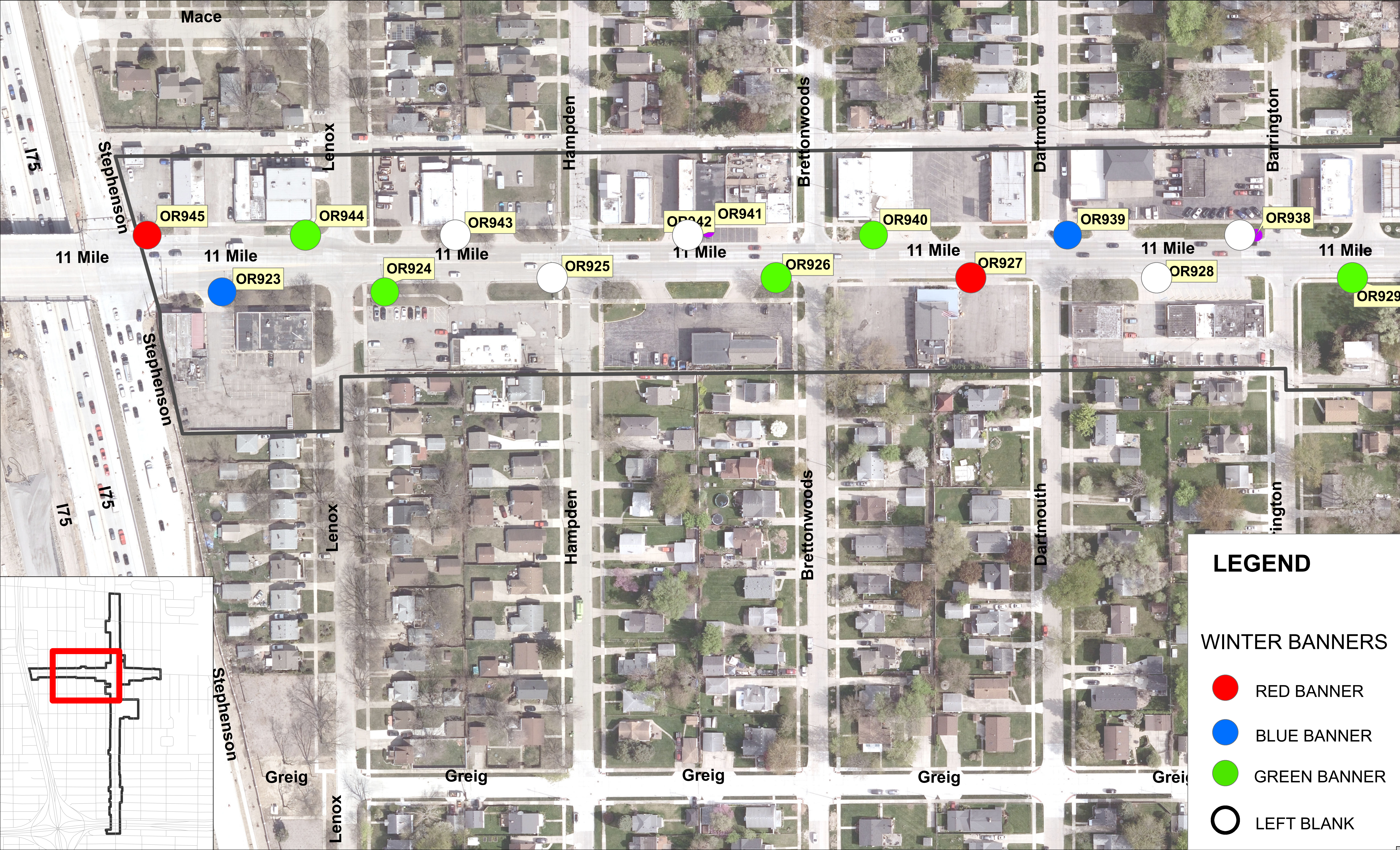
WINTER BANNERS ON W 11 MILE ROAD BETWEEN JOHN R RD AND DARTMOUTH ST



LEGEND

- SNOWFLAKES
- WINTER BANNERS
 - RED BANNER
 - BLUE BANNER
 - GREEN BANNER
 - LEFT BLANK

WINTER BANNERS ON W 11 MILE ROAD BETWEEN BARRINGTON ST AND STEPHENSON HWY



LEGEND

WINTER BANNERS

- RED BANNER
- BLUE BANNER
- GREEN BANNER
- LEFT BLANK