



CITY OF MADISON HEIGHTS
LIBRARY FLEX SPACE, 240 W. 13 MILE RD.
MHDDA REGULAR MEETING AGENDA
JANUARY 15, 2026 AT 8:00 AM

CALL TO ORDER

ROLL CALL

ADDITIONS/DELETIONS

APPROVAL OF MINUTES

- [1.](#) MHDDA Regular Meeting Minutes 11-20-25
- [2.](#) MHDDA Informational Meeting Minutes 11-20-25

MEETING OPEN TO THE PUBLIC

UNFINISHED BUSINESS

NEW BUSINESS

- [3.](#) 2026-27 Proposed Budget
- [4.](#) MHHP Chamber of Commerce Service Agreement Renewal

REPORTS

- [5.](#) Finance Report
- [6.](#) Streetscape & Other Projects

COMMITTEE REPORTS

- [7.](#) Committee Assignments & Potential Projects

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.

MHDDA Regular Meeting
Madison Heights, Michigan
November 20, 2025

A MHDDA Regular Meeting was held on Thursday, November 20, 2025 at 8:00 AM at Library
- Flex Space, 240 W. 13 Mile Rd.

PRESENT

Member Rickey Busler
Mayor Corey Haines
Member Gerry Hambright
Chair Yousif Jarbo
Member Joseph Keys
Member Melissa Marsh
Member Lenea Renshaw
Member Michael Sheppard
Member Marija Ujkic
Vice -Chair Michael Van Buren

ABSENT

Member Gordon Davignon
Member Joe Marando

OTHERS PRESENT

Community and Economic Development Director Giles Tucker

Chair Jarbo welcomed newly elected Mayor Corey Haines to the DDA board. He also expressed thanks to out-going Mayor Rosyln Grafstein for her work and dedication to the city.

DDA-25-21. Excuse Members.

Motion to excuse members Davignon and Marando from today's meeting.

Motion made by Member Marsh, Seconded by Member Van Buren.

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

Absent: Member Davignon, Member Marando

Motion carried.

DDA-25-22. Minutes.

Motion to approve the MHDDA meeting minutes of October 23, 2025, as printed.

Motion made by Member Marsh, Seconded by Member Busler.

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

Absent: Member Davignon, Member Marando

Motion carried.

MEETING OPEN TO THE PUBLIC

There were no members of the public wishing to speak.

Finance Report

CED Director Tucker noted that there were not any notable expenses from our October 23rd meeting. Other significant expenses 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.

MHHP Q3 Quarterly Report

CED Director Tucker noted that MHHP Chamber Executive Director Linda Williams was unable to attend due to a conflict with a scheduled Chamber meeting. He highlighted her submitted quarterly report, including workforce development meetings, assisting with the Downtown Touchdown event, Small Business Saturday Series and promotional videos.

Discussion was held on the possibility of re-evaluating whether the DDA should continue the contract with the MHHP Chamber at the current funding level and measuring the DDA's return on their investment. Staff will report back to the board with a list of possible achievables to focus tasks that are desired by the DDA and will give the board the ability to have measurables.

11 Mile Streetscape Update

CED Director Tucker provided the following update:

- The sprinkler repair was completed at 551 E. 11 Mile Road.
- Financial reporting is due at the end of December.
- Holiday decorations are up.
- DPS is resetting the clock tower. He will report back on the cost of repairing the clock and tower as well as other alternative options for this area.
- Snow letters were sent out reminding businesses of their responsibilities with snowfalls.
- A SEMCOG grant was submitted for traffic calming and pedestrian safety features; award notifications are expected in December
- Mitch's Prints is submitted a sign and facade grant application and has expressed interest in commissioning a mural on his building
- Revised DDA By-laws are being submitted to City Council for approval. The revision removes the limit of two full terms for DDA board members.

- Bollards in the streetscape were painted yellow on Lorenz with the remainder to be evaluated in the sprint; parking lot striping is starting.
5. Digital Marketing Program- 1 Vision Media

DDA-25-23. 1 Vision Media Contract Termination.

Motion to terminate the agreement with 1 Vision Media to produce promotional videos for businesses in the DDA due to no further interest.

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

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

Absent: Member Davignon, Member Marando

Motion carried.

DDA-25-24. New Board Member Recommendation - Lourdes Osorio-Lorenzo.

Motion to recommend Lourdes Osorio-Lorenzo to the Mayor for an appointment to the vacancy on the Downtown Development/Brownfield Redevelopment Authorities.

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

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

Absent: Member Davignon, Member Marando

Motion carried.

DDA-25-25. 2026 Meeting Dates.

Motion to approve the following meeting dates for 2026:

Regular DDA Meeting Dates

January 15

February 19

June 18

November 19

Informational DDA Meeting Dates

June 18

November 19

DDA/BRA Joint Meeting Dates

April 16

August 20

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

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

Absent: Member Davignon, Member Marando

Motion carried.

ROUND TABLE:

Member Busler stated on February 3, 2026 there will be a fundraiser for the Animal Shelter at the Coach. 10% of the food sales will be donated to the fundraiser.

CED Director Tucker stated that a small group of representatives from the City's development boards will be forming a committee to provide input to the Master Plan. Please let him know if you are interested in serving on this committee.

Chair Jarbo again welcomed Mayor Haines to the board and wished everyone Happy Holidays.

ADJOURNMENT:

Having no further business, Chair Jarbo adjourned the meeting at 9:05 a.m.

MHDDA Informational Meeting
Madison Heights, Michigan
November 20, 2025

A MHDDA Informational Meeting was held on Thursday, November 20, 2025 at 9:10 AM at the Library – Flex Space, 240 W. 13 Mile Rd.

PRESENT

Member Rickey Busler
Chair Yousif Jarbo
Member Leana Renshaw
Vice-Chair Michael Van Buren

OTHERS PRESENT

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

MEETING OPEN TO THE PUBLIC:

There were no members of the public wishing to speak.

DDA INFORMATIONAL MEETING PRESENTATION:

C.E.D. Supervisor Tucker stated that this is the DDA's second of two annual informational meetings in compliance with Public Act 57 of 2018. Director Tucker gave the DDA informational presentation including an introduction to our downtown, reviewed the goals of the DDA, gave an overview of TIF financing, introduced the membership and provided an update on the accomplishments of the DDA including a sign grant for Beauty Room 11, completion of promotional videos, DDA tree plantings, completion of the 11 Mile Streetscape Project, Downtown Touchdown Block Party event, assistance with Weiss Distillery obtaining a Urban Main Grant, and the purchase and display of holiday decorations. He noted that the presentation would also be available on the city's website.

ADJOURNMENT:

Having no further business, Chairman Jarbo adjourned the meeting at 9:42 a.m.

Downtown Development Authority of City of Madison Heights

Memorandum

Date: January 9, 2026

To: Downtown Development Authority Board Members

From: Giles Tucker, Community Development Director

Subject: MHDDA FY 25-26 Budget

The following is a breakdown of some of the notable expenditures included in this year's proposed budget:

248-863-817-0000 Events \$15,000: Covers upfront costs to one event of similar size and scope as last years, "Downtown Touchdown" event. In November, discussion was had over the significant amount of time and costs of events. The board should weigh this commitment and consider whether funds should be saved or used elsewhere.

248-863-818-0000 Contractual Services \$8,000:

- Tree Planting \$5,000
- MHHP Chamber \$3,000

248-863-818-5001 Façade Grant \$30,000 & Sign Grant at \$10,000

The last two budgets included additional funds towards façade grant to encourage businesses within the 11 Mile phase I project area to improve their storefronts. With the project complete I think we should continue this offer and compliment it with more outreach in person, by phone and mail encouraging businesses to use this grant resource.

248-863-955-8640 Conferences & Workshop \$1,500

The budget maintains this line item to pay for costs associated with attending conferences, workshops, or other training for DDA board members and staff.

248-863-958-0000 Memberships & Dues \$1,680

- Moody's Analytics (formerly CPIX): \$880
- Michigan Downtowns Association: \$250.00 + \$100. \$400 budgeted to cover an increase.
- National Main Street Membership: \$350 Membership. \$400 budgeted to cover an increase.

248-863-987-0000 Improvements \$50,000: Clocktower repair including component replacement, rust removal and repainting.

Staff Recommended Action:

Staff recommends the DDA board adopt the proposed budget as presented.

01/09/2026

BUDGET REPORT FOR CITY OF MADISON HEIGHTS

GL NUMBER	DESCRIPTION	2023-24 ACTIVITY	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2025-26 ACTIVITY THRU 06/30/26	2026-27 DEPT REQ BUDGET
ESTIMATED REVENUES						
Dept 011 - PROPERTY TAXES						
UNK_REV						
248-011-402-4030	TAXES REAL OPERATING	195,939	232,743	240,169	210,306	240,169
248-011-410-4160	TAXES PERSONAL OPERATING	15,821	17,443	14,740	12,550	14,740
248-011-411-0000	DELINQUENT/MTT TAX REFUNDS - GENERAL	2	2,076	0	527	0
248-011-573-4159	PPT REIMBURSEMENT - STATE	14,273	(3,446)	0	0	0
UNK_REV		226,035	248,816	254,909	223,383	254,909
Totals for dept 011 - PROPERTY TAXES		226,035	248,816	254,909	223,383	254,909
Dept 023 - STATE SHARED REVENUES						
UNK_REV						
248-023-573-0000	LOCAL COMMUNITY STABILIZATION SHARIN	19,867	27,545	27,545	26,810	27,545
UNK_REV		19,867	27,545	27,545	26,810	27,545
Totals for dept 023 - STATE SHARED REVENUES		19,867	27,545	27,545	26,810	27,545
Dept 025 - COUNTY SHARED REVENUES						
UNK_REV						
248-025-588-1000	COUNTY GRANT	0	235,486	0	79,995	0
UNK_REV		0	235,486	0	79,995	0
Totals for dept 025 - COUNTY SHARED REVENUES		0	235,486	0	79,995	0
Dept 044 - MISCELLANEOUS REVENUE						
UNK_REV						
248-044-680-6701	MISCELLANEOUS REVENUE	191	0	0	5,755	0
UNK_REV		191	0	0	5,755	0
FINANCE						
248-044-665-5000	INTEREST EARNED	1,697	2,790	500	0	0
FINANCE		1,697	2,790	500	0	0
Totals for dept 044 - MISCELLANEOUS REVENUE		1,888	2,790	500	5,755	0
Dept 053 - PRIOR YEARS FUND BALANCE						
UNK_REV						
248-053-692-6970	USE OF FUND BALANCE	0	0	614,773	0	(76,375)
UNK_REV		0	0	614,773	0	(76,375)
Totals for dept 053 - PRIOR YEARS FUND BALANCE		0	0	614,773	0	(76,375)
TOTAL ESTIMATED REVENUES		247,790	514,637	897,727	335,943	206,079
APPROPRIATIONS						
Dept 863 - DOWNTOWN DEVELOPMENT AUTHORITY						
SUPPLIES						
248-863-729-0000 **	FORMS AND PRINTING	0	854	500	450	500
248-863-730-0000 **	POSTAGE	0	0	0	0	500
SUPPLIES		0	854	500	450	1,000
OTHER SERVICES AND CHARGES						
248-863-807-0000	AUDIT FEES	2,701	1,826	2,266	2,031	2,500
248-863-817-0000 **	EVENTS	350	0	0	7,024	15,000
248-863-818-0000 **	CONTRACTUAL SERVICES	136,058	23,772	20,000	2,750	8,000
248-863-818-5000	BLIGHT REMOVAL - SIGN GRANT PROGRAM	2,200	0	10,000	0	10,000
248-863-818-5001 **	BLIGHT REMOVAL - FACADE IMPROVEMENT	0	0	30,000	0	30,000
248-863-832-1000	MAINTENANCE-BERM AREA	14,752	19,750	17,500	10,150	17,500
248-863-832-1001	MAINTENANCE - ROW TRASH	2,400	5,400	3,500	2,550	3,500
248-863-921-0000	ELECTRIC	517	529	1,000	271	1,000
248-863-955-8640	CONFERENCES AND WORKSHOPS	0	105	1,500	0	1,500
248-863-958-0000 **	MEMBERSHIPS AND DUES	1,045	1,130	1,500	350	1,680
OTHER SERVICES AND CHARGES		160,023	52,512	87,266	25,126	90,680
CAPITAL OUTLAY						
248-863-987-0000 **	IMPROVEMENTS	1,982	18,420	20,000	0	50,000
248-863-987-0002	PROPERTY ACQUIS/DEMO	0	6,287	35,000	11,992	35,000

248-863-987-0006 **	11 MILE/JOHN R ROAD IMPROVEMENTS	0	95,227	725,562	618,755	0
CAPITAL OUTLAY		1,982	119,934	780,562	630,747	85,000
Totals for dept 863 - DOWNTOWN DEVELOPMENT AUTHORITY		162,005	173,300	868,328	656,323	176,680
Dept 965 - TRANSFERS OUT						
TRANSFER						
248-965-995-6000	TRANSFER TO GENERAL FUND	23,677	27,728	29,399	0	29,399
TRANSFER		23,677	27,728	29,399	0	29,399
Totals for dept 965 - TRANSFERS OUT		23,677	27,728	29,399	0	29,399
TOTAL APPROPRIATIONS		185,682	201,028	897,727	656,323	206,079
NET OF REVENUES/APPROPRIATIONS - FUND 248		62,108	313,609	0	(320,380)	0
DEPARTMENT 863 DOWNTOWN DEVELOPMENT AUTHORITY						
729-0000	FORMS AND PRINTING					
	MAILED LETTERS/FLYERS TO DDA BUSINESSES					500
730-0000	POSTAGE					
	POSTAGE FOR MAILERS TO DDA BUSINESSES					500
817-0000	EVENTS					
	11 MILE EVENT OTHER BIZ MARKETING EVENTS					15,000
818-0000	CONTRACTUAL SERVICES					
	TREE PLANTING					5,000
	MHHP CHAMBER OF COMMERCE SERVICE AGREEMENT					3,000
	ACCOUNT '818-0000' TOTAL					8,000
818-5001	BLIGHT REMOVAL - FACADE IMPROVEMENT					
	\$20,000 FOR 11 MILE STREETSCAPE AREA BUSINESSES					20,000
	\$10,000 FOR OTHER BUSINESSES					10,000
	ACCOUNT '818-5001' TOTAL					30,000
958-0000	MEMBERSHIPS AND DUES					
	MICHIGAN DOWNTOWNS ASSOCIATION MEMBERSHIP					400
	MAIN STREET AMERICA COMMUNITY MEMBERSHIP					400
	CBOR CPIX					880
	ACCOUNT '958-0000' TOTAL					1,680
987-0000	IMPROVEMENTS					
	CLOCKTOWER REPAIRS					50,000

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

Date: January 15, 2026

To: Downtown Development Authority Board Members

From: Giles Tucker, Community Development Director

Subject: MHDDA & MHHP Agreement Renewal 2026-27

In November 2024, the MHDDA renewed the MHHP Agreement for Services to DDA for marketing and promotional activities, with an expiration date of November 30th, 2025. In exchange for these services the MHDDA makes quarterly payments to the MHHP Chamber of \$2,500 for annual total of \$10,000.

At the November 20th, 2025, DDA Meeting, discussion was held considering the reevaluation of this agreement at its current funding levels. Staff responded to these concerns and has proposed the included revised renewal of this agreement for approval. Notable revisions from the previous agreement are as follows:

- The Agreement assigns a billable rate of \$75 per hour, for a total not to exceed \$3,000. Further, hours dedicated to specific activities and services are included in the recitals, providing clarity on precisely what the Chamber will be providing to the DDA for payment.
- The contract is proposed to run from January 2026 to December 31st, 2026. In addition to quarterly reporting, the Chamber will be required to provide an annual report on all the services provided to the DDA no later than December 31st. This allows the DDA to consider renewal at each January meeting.
- The "Default" clause of the agreement has been renamed to "Termination" and the revised language allows the City/DDA to terminate for any reason after providing 30 days written notice.

Staff Recommendations

Staff recommends that the DDA board authorize the DDA Chairman to sign the included "Agreement for Services Between DDA of Madison Heights and Madison Heights/Hazel Park Chamber of Commerce" to continue these services for another year for a total of \$3,000 paid in quarterly increments of \$750.

Between

City of Madison Heights Downtown Development Authority and Madison Heights/Hazel Park Chamber of Commerce

This Agreement between the City of Madison Heights Downtown Development Authority (hereinafter “DDA”) and the Madison Heights/Hazel Park Chamber of Commerce (hereinafter “MHHP”) for the period starting January 01, 2026 – December 31, 2026.

RECITALS

The DDA shall pay the MHHP for the services described below billed at a rate of \$75 per hour, for a total not to exceed \$3,000, payable quarterly in equal amounts of \$750 in January, April, July and October.

PURPOSE

Per this Agreement, the MHHP will provide the following services with funds paid by the DDA to MHHP:

- Small Business Saturday Event Planning and Support (6-hours)
- Downtown Day Event Planning, Support & Advocacy (5- hours)
- General Downtown Business Retention, Expansion & Attraction Support (8-hours)
- DDA Committee Meetings (6-hours)
- Special Events & Fundraising Support (15- hours)

REQUIRED REPORTING

The MHHP shall provide the following reports to the DDA:

- By December 31st of each year an Annual report including a presentation to DDA:
 - Summary and analysis of the services provided to the DDA by the MHHP.
 - Performance Measures demonstrating the impact the MHHP has made with DDA events, and business support services such as:
 - Number of business retention, attraction and expansion related activities completed.
 - Volunteers recruited, and funds raised for DDA events.
 - Financial Reporting and Inspection including:
 - List of Board members, their occupations, and years on the Board;
 - MHHP annual financial statements showing the previous year expenses and revenues;
 - Current and projected budgets (total organization and individual programs provided to the DDA under this Agreement). The DDA’s report shall include the DDA funds expended compared to overall project funds.
- A Quarterly Report of the services performed within that time including summary of the impact the MHHP has made with DDA events and business support services as described as well as the MHHP current budget and fund balance.

GENERAL PROVISIONS

1. Amount of Agreement - Subject to the terms and conditions of this agreement, the DDA agrees to provide funds in the amount specified above.

3. Termination - The DDA may terminate this Agreement for any reason after providing 30 days written notice MHHP and the DDA may pursue any remedies available at law or in equity. Such remedies may include, but are not limited to, termination of the Agreement, stopping quarterly payments on or demanding a return of the funds, payment of interest earned on funds or declaration of ineligibility for the receipt of future payments.

4. Amendments. The terms of this Agreement will not be waived, altered, modified, supplemented, or amended in any manner except by a written instrument signed by the parties. Such written modification will be made a part of this Agreement and subject to all other Agreement provisions.

5. Indemnity. MHHP agrees to defend, indemnify and save DDA, its officers, employees, and agents harmless from any and all losses, claims, actions, costs, expenses, judgments, and/or other damages resulting from injury to any person (including injury resulting in death,) or damage (including loss or destruction) to property, of whatsoever nature arising out of or incident to the performance of this Agreement by MHHP (including but not limited to, MHHP employees, agents, and others designated by MHHP to perform work or services relating to MHHP obligations under the terms of this Agreement). MHHP shall not be held responsible for damages caused by the negligence of DDA or anyone acting on behalf of the DDA.

6. Insurance. MHHP shall, at its own expense, at all times for twelve months from the date of this Agreement, maintain in force a comprehensive general liability and workers' compensation policy. The liability under such policy shall be a minimum of \$500,000 per occurrence (the combined single limit for bodily injury and property damage claims) or \$500,000 per occurrence for bodily injury and \$100,000 per occurrence for property damage. Liability coverage shall be provided on an "occurrence" not "claims" basis. The City of Madison Heights, its officers, employees, and agents shall be named as additional insured.

7. Notices and Representatives. All notices, certificates, or communications shall be delivered or mailed postage prepaid to the parties at their respective places of business as set forth below or at a place designated hereafter in writing by the parties. City of Madison Heights Downtown Development Authority- Giles Tucker, DDA Executive Director, 300 W. 13 Mile Road, Madison Heights, MI 48071. MHHP President 300 W. 13 Mile Road, Madison Heights, MI 48071.

This Agreement constitutes the Entire Agreement between the parties. There are no understandings, Agreements, or representations, oral or written, not specified herein regarding this Agreement. No amendment, consent, or waiver, or terms of this Agreement shall bind either party unless in writing and signed by all parties. Any such amendment, consent, or waiver shall be effective only in the specific instance and for the specific purpose given. The parties, by the signature below or their authorized representatives, acknowledge having read and understood the Agreement, and the parties agree to be bound by its terms and conditions.

**City of Madison Heights
Downtown Development Authority**

Signature: _____

By: _____

Title: _____

Date: _____

**Madison Heights/Hazel Park
Chamber of Commerce**

Signature: _____

By: _____

Title: _____

Date: _____

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

Date: January 7, 2026
To: Downtown Development Authority Board Members
From: Giles Tucker, Community Development Director
Subject: Finance Report

There are not any notable expenses since our November 20th, 2025, meeting. Significant expenses incoming includes our last payment towards the 11 Mile Streetscape, and \$4,825 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)
Estimated Available Balance:	\$241,614.00

PERIOD ENDING 01/31/2026

Item 5.

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	01/31/2026	MONTH 01/31/2026	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	206,605.11		0.00	33,563.89		86.02
248-011-410-4160	TAXES PERSONAL OPERATING	14,740.00	11,279.16		0.00	3,460.84		76.52
248-011-411-0000	DELINQUENT/MTT TAX REFUNDS - GENERAL	0.00	527.33		0.00	(527.33)		100.00
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	218,411.60		0.00	36,497.40		85.68
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	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	330,971.05		0.00	566,755.95		36.87
Expenditures								
Dept 863 - DOWNTOWN DEVELOPMENT AUTHORITY								
248-863-729-0000	FORMS AND PRINTING	500.00	450.00		0.00	50.00		90.00

15

PERIOD ENDING 01/31/2026

Item 5.

GL NUMBER	DESCRIPTION	2025-26	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2026 NORMAL (ABNORMAL)	MONTH 01/31/2026 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	1,917.05	0.00	348.95	84.60
248-863-817-0000	EVENTS	0.00	7,024.25	0.00	(7,024.25)	100.00
248-863-818-0000	CONTRACTUAL SERVICES	20,000.00	2,750.18	0.00	17,249.82	13.75
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	10,150.00	0.00	7,350.00	58.00
248-863-832-1001	MAINTENANCE - ROW TRASH	3,500.00	2,550.00	0.00	950.00	72.86
248-863-921-0000	ELECTRIC	1,000.00	271.04	0.00	728.96	27.10
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	11,992.35	0.00	23,007.65	34.26
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	618,754.84	0.00	106,807.16	85.28
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	656,209.71	0.00	212,118.29	75.57
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	656,209.71	0.00	241,517.29	73.10
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		897,727.00	330,971.05	0.00	566,755.95	36.87
TOTAL EXPENDITURES		897,727.00	656,209.71	0.00	241,517.29	73.10
NET OF REVENUES & EXPENDITURES		0.00	(325,238.66)	0.00	325,238.66	100.00

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

GL Number	Description	Balance
*** Assets ***		
248-000-001-1000	CLAIM ON CASH	457,250.21
248-000-001-1003	CASH - CHASE SAVINGS	0.00
248-000-003-0000	INVESTMENTS	58,373.81
248-000-040-0391	ACCOUNTS RECEIVABLE-MISC	1,500.00
248-000-041-1000	DELINQUENT RECEIVABLE	14,024.73
248-000-072-0000	DUE FROM COUNTY	0.00
248-000-078-0680	DUE FROM STATE GOVERNMENT	0.00
Total Assets		531,148.75
*** Liabilities ***		
248-000-202-0000	ACCOUNTS PAYABLE	0.00
248-000-211-2100	CONTRACTS/RETAINAGE PAYABLE	0.00
248-000-214-2150	DUE TO OTHER FUNDS	0.00
248-000-268-0000	ESCHEATED FUNDS	0.00
248-000-299-9999	SUSPENSE	0.00
248-863-211-2100	CONTRACTS PAYABLE	0.00
Total Liabilities		0.00
*** Fund Balance ***		
248-000-390-0000	FUND BALANCE	856,387.41
248-000-398-0000	ASSIGNED-SUBSEQUENT YRS EXP	0.00
Total Fund Balance		856,387.41
Beginning Fund Balance		856,387.41
Net of Revenues VS Expenditures		(325,238.66)
Ending Fund Balance		531,148.75
Total Liabilities And Fund Balance		531,148.75

PERIOD ENDING 06/30/2025

Item 5.

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	
		AMENDED BUDGET	06/30/2025	MONTH 06/30/2025	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	232,948.00	232,743.17		0.00	204.83	99.91
248-011-410-4160	TAXES PERSONAL OPERATING	6,573.00	17,443.02		0.00	(10,870.02)	265.37
248-011-411-0000	DELINQUENT/MTT TAX REFUNDS - GENERAL	0.00	2,075.84		445.36	(2,075.84)	100.00
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	(3,446.26)		(3,446.26)	3,446.26	100.00
Total Dept 011 - PROPERTY TAXES		239,521.00	248,815.77		(3,000.90)	(9,294.77)	103.88
Dept 023 - STATE SHARED REVENUES							
248-023-573-0000	LOCAL COMMUNITY STABILIZATION SHARING	40,249.00	27,545.39		0.00	12,703.61	68.44
Total Dept 023 - STATE SHARED REVENUES		40,249.00	27,545.39		0.00	12,703.61	68.44
Dept 025 - COUNTY SHARED REVENUES							
248-025-588-1000	COUNTY GRANT	313,982.00	235,486.13		0.00	78,495.87	75.00
Total Dept 025 - COUNTY SHARED REVENUES		313,982.00	235,486.13		0.00	78,495.87	75.00
Dept 044 - MISCELLANEOUS REVENUE							
248-044-665-5000	INTEREST EARNED	250.00	2,790.30		281.80	(2,540.30)	1,116.12
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	0.00		0.00	0.00	0.00
Total Dept 044 - MISCELLANEOUS REVENUE		250.00	2,790.30		281.80	(2,540.30)	1,116.12
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	(290,636.00)	0.00		0.00	(290,636.00)	0.00
Total Dept 053 - PRIOR YEARS FUND BALANCE		(290,636.00)	0.00		0.00	(290,636.00)	0.00
TOTAL REVENUES		303,366.00	514,637.59		(2,719.10)	(211,271.59)	169.64
Expenditures							
Dept 863 - DOWNTOWN DEVELOPMENT AUTHORITY							
248-863-729-0000	FORMS AND PRINTING	500.00	854.34		0.00	(354.34)	170.87

18

PERIOD ENDING 06/30/2025

Item 5.

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 06/30/2025 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	0.00
248-863-766-0000	TOOLS AND SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
248-863-807-0000	AUDIT FEES	2,701.00	1,825.76	0.00	875.24	67.60	
248-863-817-0000	EVENTS	500.00	0.00	0.00	500.00	0.00	
248-863-818-0000	CONTRACTUAL SERVICES	20,000.00	23,772.05	3,067.88	(3,772.05)	118.86	
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	19,750.00	5,900.00	(2,250.00)	112.86	
248-863-832-1001	MAINTENANCE - ROW TRASH	3,500.00	5,400.00	1,500.00	(1,900.00)	154.29	
248-863-921-0000	ELECTRIC	1,000.00	528.89	43.12	471.11	52.89	
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	105.00	105.00	1,395.00	7.00	
248-863-958-0000	MEMBERSHIPS AND DUES	1,045.00	1,130.00	0.00	(85.00)	108.13	
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	43,000.00	18,420.40	425.00	24,579.60	42.84	
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	6,287.36	6,287.36	28,712.64	17.96	
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	109,392.00	95,226.67	35,834.25	14,165.33	87.05	
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		275,638.00	173,300.47	53,162.61	102,337.53	62.87	
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	27,728.00	27,728.00	27,728.00	0.00	100.00	
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		27,728.00	27,728.00	27,728.00	0.00	100.00	
TOTAL EXPENDITURES		303,366.00	201,028.47	80,890.61	102,337.53	66.27	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		303,366.00	514,637.59	(2,719.10)	(211,271.59)	169.64	
TOTAL EXPENDITURES		303,366.00	201,028.47	80,890.61	102,337.53	66.27	
NET OF REVENUES & EXPENDITURES		0.00	313,609.12	(83,609.71)	(313,609.12)	100.00	

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

GL Number	Description	Balance
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*** Assets ***

248-000-001-1000	CLAIM ON CASH	823,983.58
248-000-001-1003	CASH - CHASE SAVINGS	0.00
248-000-003-0000	INVESTMENTS	58,373.81
248-000-040-0391	ACCOUNTS RECEIVABLE-MISC	0.00
248-000-041-1000	DELINQUENT RECEIVABLE	16,484.18
248-000-072-0000	DUE FROM COUNTY	174.97
248-000-078-0680	DUE FROM STATE GOVERNMENT	0.00

Total Assets		899,016.54
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*** Liabilities ***

248-000-202-0000	ACCOUNTS PAYABLE	42,629.13
248-000-211-2100	CONTRACTS/RETAINAGE PAYABLE	0.00
248-000-214-2150	DUE TO OTHER FUNDS	0.00
248-000-268-0000	ESCHEATED FUNDS	0.00
248-000-299-9999	SUSPENSE	0.00
248-863-211-2100	CONTRACTS PAYABLE	0.00

Total Liabilities		42,629.13
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*** Fund Balance ***

248-000-390-0000	FUND BALANCE	542,778.29
248-000-398-0000	ASSIGNED-SUBSEQUENT YRS EXP	0.00

Total Fund Balance		542,778.29
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Beginning Fund Balance		542,778.29
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Net of Revenues VS Expenditures		313,609.12
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Ending Fund Balance		856,387.41
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Total Liabilities And Fund Balance		899,016.54
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Downtown Development Authority of City of Madison Heights

Memorandum

Date: January 9, 2026

To: Downtown Development Authority Board Members

From: Giles Tucker, Community Development Director

Subject: Updates on Other Projects

- **PA 57 Compliance Complete for 2025:** Annual Financial Information was sent to MEDC, our 2nd Info Meeting was held on 11/20/25 and our required information for the DDA website has been updated on the City website.
- **Clock Tower Repair and Component Replacement:** I have received pricing from Verdin Company, the company that we originally purchased the tower from and has made repairs to the tower in the past. Based on our conversation, they believe that the issues we are experiencing could be resolved from anywhere between \$17,505 to \$38,298. These proposed repairs don't include any rust removal and repainting costs. I have included clocktower repairs in the budget for up to \$50,000 just in case. I have also reached out to two companies to make repairs and any necessary replacement components to the clock tower, one of which is based in St. Clair Shores. Once I have a clearer picture of these costs, I will prepare an RFP document and get official pricing for the DDA to select and make these long overdue repairs.
- **SEMCOG Grant Awarded:** \$180,602 grant for traffic calming and pedestrian safety features throughout the City, including a Rectangular Rapid Flashing Beacon (RRFB) within the streetscape area was awarded on December 16th.
- **MHDDA Bylaws Revisions Passed at 12-8-25 City Council Meeting:**
- **Holiday Lights & DTE Infrastructure Repairs:** I began engaging with DTE in November 2025 over the outages noticed in the DDA area after we put up the holiday decorations. It was discovered that in order to complete repairs to the pole they needed to bore into the ground to energize the poles. They completed boring and energizing 12/23 but as of yet crews have not retested the GFCI's.
- **11 Mile Road Diet moving forward in Royal Oak:** Plans to reduce 11 Mile Rd to 3 lanes on our Royal Oak border are moving forward and they have even included a matching 10ft Multi-use path on the north side of the roadway like ours! <https://romi.gov/1868/11-Mile-Road-Improvements>.



VIRTUOSO CARILLON ORDER FORM

Item 6.

THE VERDIN COMPANY

1118 PENDLETON ST. | SUITE 500 | CINCINNATI, OH 45202
TOLL FREE: 800-543-0488 | FAX: 513-241-1855 | VERDIN.COMDATE: December 18, 2025SOLD TO: City of Madison HeightsCONTACT: Giles TuckerADDRESS: 300 West Thirteen Mile RoadCITY: Madison HeightsSTATE: MIZIP: 48071TELEPHONE: (248) 670-0909INSTALL AT: City of Madison HeightsCONTACT: Giles TuckerADDRESS: 300 West Thirteen Mile RoadCITY: Madison HeightsSTATE: MIZIP: 48071TELEPHONE: (248) 837-2650

UNIT INFORMATION		QTY.	NOTES																							
MODEL	<u>Verdin Virtuoso Digital Carillon with Cloud Router</u>	1	Per Section 5 of Terms & Conditions, Customer responsible for providing safe and secure access to location for carillon, speakers, and related components, as well as pre-installation of electrical conduit and wiring.																							
AMPLIFIER	<u>JBL 300 Watt Amplifier</u>	1																								
EXTERIOR SPEAKER	<u>Rectangular Projector Horn with Compression Driver</u>	4																								
INTERIOR SPEAKER																										
SPEAKER FRAME																										
REMOTE CONTROL																										
MUSIC PACKAGE	<u>Secular/Civic</u>																									
CUSTOM MUSIC																										
OTHER OPTIONS/EQUIPMENT																										
61-NOTE TOUCH SENSITIVE MUSICAL KEYBOARD																										
ORGAN INTERFACE																										
OTHER INPUT																										
BELL/CLOCK CONTROL INTERFACE	<u>Tower Clock Control Interface</u>	1																								
ENCLOSURE																										
GLOBAL POSITIONING SYSTEM																										
OTHER EQUIPMENT																										
OTHER EQUIPMENT																										
BELL SHELLS																										
	<table><thead><tr><th>Size</th><th>Qty.</th><th>Size</th><th>Qty.</th></tr></thead><tbody><tr><td>39"</td><td></td><td>16"</td><td></td></tr><tr><td>28"</td><td></td><td>13"</td><td></td></tr><tr><td>21"</td><td></td><td>10"</td><td></td></tr><tr><td>18"</td><td></td><td></td><td></td></tr><tr><td>CLAPPER</td><td></td><td>PIPE DROP</td><td></td></tr></tbody></table>	Size	Qty.	Size	Qty.	39"		16"		28"		13"		21"		10"		18"				CLAPPER		PIPE DROP		
Size	Qty.	Size	Qty.																							
39"		16"																								
28"		13"																								
21"		10"																								
18"																										
CLAPPER		PIPE DROP																								
INSTALLATION																										
<u>Installation by Verdin</u>																										
FREIGHT																										
<u>FREIGHT INCLUDED - FOB Verdin Factory</u>																										
ESTIMATED SHIP DATE																										
<u>~ 8 weeks from receipt of order and deposit</u> <u>All delivery dates subject to final acceptance by</u> <u>The Verdin Co.</u>																										
		"X" Below To Accept Option																								
		Option Cost																								
		PRICING GOOD FOR 60 DAYS																								
Option #1	Four Minute Impulse Timpieces with new sets of H1 Hands Installed	\$13,195.00	SUBTOTAL* (excluding tax)	\$17,505.00																						
Option #2	Upgraded LED Lighting for clocks w/ installation	\$7,598.00	EST. TAXES (actual taxes added to final invoice)																							
Option #3			50% DEPOSIT DUE WITH ORDER*	\$8,752.50																						
BALANCE DUE UPON SHIPMENT*				\$8,752.50																						
Remit payment to: The Verdin Company, PO BOX 23129, Cincinnati, OH 45223-0129.																										
Purchaser responsible for sales tax, or must provide Verdin with tax exemption certificate. Payments by credit card subject to 3.5% processing fee.																										
*Add cost of accepted options to purchase price and dep																										

TERMS and CONDITIONS OF SALE

Item 6.

PURCHASE PRICE AND PAYMENT TERMS. The total purchase price paid by Purchaser under this Agreement shall be the amount shown on the Order Form plus the price of any Options accepted by Purchaser (the Purchase Price). Payment by Purchaser for the Products specified on the Order Form (the Products) shall be made in U.S. dollars. Unless otherwise agreed to by the parties, payment terms are 50% deposit with Order, with the balance due upon shipment of the Products. Purchaser is responsible for sales tax, or must provide Verdin with tax exemption certificate. Verdin will not begin production of Products until it has received the deposit.

CHANGE ORDERS. Verdin, in its discretion, may accept any additions, deletions, or changes to this Agreement without invalidating this Agreement, provided that all such changes are authorized by a written amended purchase order signed by Purchaser and Verdin (the "Change Order"). Such Change Order shall specify any additional charges (or credits) to the Purchaser and the payment terms for such charges. The Change Order shall become effective only upon acceptance by an authorized Verdin representative.

PURCHASER RESPONSIBLE FOR ELECTRICAL SERVICE AND WIRING. Prior to installation of the Products, Purchaser is responsible for engaging its own electrician to provide dedicated electric service for the electronic carillon products and accessories in strict accordance with specifications provided by Verdin. Purchaser is also responsible for the advance installation of wiring and conduit, including speaker wiring, for the Products in accordance with wiring diagrams provided by Verdin. If Purchaser elects to re-use existing wiring or speakers, Purchaser will be responsible for ensuring that such wiring or speakers are functional and compatible with the Products. If Verdin's technician cannot complete installation of the Products on the scheduled date for installation as a result of a deficiency in electric service or wiring, Verdin will charge Purchaser an additional fee to complete the installation on a future date to be determined by Verdin.

INSTALLATION. If Purchaser elects to have Verdin install the Products, Verdin shall provide the labor and equipment necessary to complete installation; provided, however, that Purchaser shall provide at its own expense the following items and services prior to installation: (i) electric service, including dedicated 20-amp circuit for carillon base unit; (ii) all necessary electrical wiring in accordance with specifications furnished by Verdin including installation of #12 gauge speaker wiring, (iii) off-loading and safe storage of the Products at the job site; (iv) safe and secure access to the area in which the Products will be installed, including safe ladders or lift equipment as necessary; and (v) installation of Cat 5 ethernet cable, if required for connection of carillon to Purchaser's computer network.

PROGRAMMING DURING INSTALLATION. As part of its installation of the carillon, the Verdin technician will review the basic programming menus with Purchaser's designated representative and demonstrate how to program 2-3 routine functions so that Purchaser is able to make future programming updates using the system's on-screen programming manual.

LIMITED WARRANTY. Verdin warrants the Products to be free from defects in materials and workmanship for five years following the installation (or shipment in the case of Customer Installation), provided that such Products are maintained in accordance with instructions provided by Verdin. Purchaser's exclusive remedy for any nonconformities or defects in the Products within the warranty period will be limited to the repair or replacement, at Verdin's discretion, of any nonconforming or defective Products upon examination of such Products by Verdin. Verdin shall have a reasonable time to repair or replace any nonconforming or defective Products, including the time for the manufacture of replacement Products or replacement parts for such Products. This warranty is not applicable to any misuse, neglect, or natural disaster, such as lightning or fire. THIS WARRANTY IS IN LIEU OF ANY AND ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTY WITH RESPECT TO MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

EXCEPTIONS TO WARRANTY. Verdin's warranty does not apply to existing speakers, drivers, or other equipment that Purchaser chooses to re-use with the purchase of a new carillon system.

NO LIABILITY FOR DAMAGES. VERDIN IS NOT BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES, INCLUDING, WITHOUT LIMITATION, DAMAGES FOR ECONOMIC LOSS OR LOSS OF PROFITS INCURRED BY PURCHASER IN CONNECTION WITH ANY BREACH OF THIS AGREEMENT BY VERDIN EVEN IF PURCHASER HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

LATE FEE. Verdin reserves the right to charge Purchaser a late payment penalty fee equal to ten percent (10%) of the amount of all invoices that are not paid within thirty (30) days of their due date under this Agreement.

GOVERNING LAW. Any dispute or default arising under this Agreement shall be governed by the laws of the State of Ohio with venue in the Circuit Court of Hamilton County, Ohio.

ENTIRE AGREEMENT. This Agreement constitutes the entire understanding between the parties and supersedes all prior representations or agreements, written or oral, between the parties.

Purchaser _____

Title _____

Signature _____

Date _____

Please sign and return **BOTH** pages of the order form.

By e-mail to:
orderadmin@verdin.com

By regular mail to:
The Verdin Co.
1118 Pendleton St., Suite 500
Cincinnati, OH 45202
ATTN: Order Processing

DDA Board Member List

Updated: 1/9/2022

Item 7.

#	First Name	Last Name	Board Officer	Address	Business / Resident	Phone Number	Cell Phone	E-mail	Committee Assignment	Ownership Interest in DDA Area
1	Mike	Van Buren	Chair	26346 John R	Artech Printing	248-545-0088	248-420-2210	artech@ameritech.net	Economic Vitality	No
2	Yousif	Jarbo	Vice Chair	26122 John R	Amori's Market	248-544-3313		joejarbo402@yahoo.com	Economic Vitality	Yes
3	Rickey	Busler	Treasurer	5275 E 11 Mile Warren	Remax Vision	248-417-1846		rickbusler@aol.com	Design	No
4	Marija	Ujkic	Member	26085 John R Rd	Mia's Tasty Bar & Grill	(586) 846-6943		miasgrill-85@hotmail.com	Promotions	Yes
5	Gordon	Davignon	Member	29091 Edward Ave	Cadillac Straits	(248) 850-7673	2489530445	gordie@cadillacstraits.com	Economic Vitality	Yes
6	Corey	Haines	Member	300 W 13 Mile Rd	Mayor			ckhaines101@gmail.com	Promotions	No
7	Joe	Keys	Member	27366 John R	Correct Car Care	248-544-2620		joe@correctcarcare.com	Design	Yes
8	Giuseppe	Marando	Member	34710 Hayes	Iannuzzi Manetta & Company, PC.		2482279677	gamarando@hotmail.com	Design	Yes
9	Melissa	Marsh	Member	300 W 13 Mile Rd	City Manager	248-837-2639		melissamarsh@madison-heights.org	Design	No
10	Lenea	Renshaw	Member	335 W. Eleven Mile	Miss NeNe's	248-544-4408	248-891-8180	missneneschildcarecenter@gmail.com	Promotions	Yes
11	Michael	Sheppard	Member	27633 John R	Northern TV	248-545-1800		NORTHERNTV@GMAIL.COM	Promotions	Yes
12	Gerry	Haimbright	Member	25812 John R Rd				jr@pyroservice.com	Economic Vitality	Yes
13	Lourdes	Osorio-Lorenzo	Member		BL Fitness and Health	248-982-1211		ldo0210@gmail.com		Yes