

MHDDA Regular Meeting
Madison Heights, Michigan
February 20, 2025

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

PRESENT

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

ABSENT

Member Gordon Davignon
Member Gerry Hambright
Member Melissa Marsh

OTHERS PRESENT

Community and Economic Development Director Giles Tucker
Deputy City Manager/City Clerk Cheryl Rottmann
MHHP Chamber Executive Director Linda Williams

DDA-25-08. Excuse Member.

Motion to excuse Member Marsh from today's meeting.

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

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

Absent: Members Davignon, Hambright and Marsh

Motion carried.

DDA-25-09. MHDDA Meeting Minutes 1-16-2025.

Motion to approve the MHDDA Meeting Minutes of January 16, 2025, as printed.

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

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

Absent: Members Davignon, Hambright and Marsh

Motion carried.

MEETING OPEN TO THE PUBLIC:

There were no members of the public wishing to speak.

REPORTS:

Finance Report

Director Tucker reported to the membership that Tony Austin has completed promotional videos for Cadillac Straits and Diamond Jims and has submitted paid invoices from each of these businesses. A total of \$832 has been paid for four (4) marketing videos through our partnership with 1 Vision Media.

Director Tucker noted that \$350 was paid for the renewal of our membership to the Michigan Downtowns Association. Membership renewals now run from October to October each year. The MDA is now basing dues owned moving forward and ours are based on the total budget of the DDA. I have attached the invoice.

11 Mile Streetscape Project Update

Director Tucker stated that the MSOC Placemaking Grant Quarterly Reporting Completed. The first quarter of grant reporting for the Placemaking Grant was submitted on 1/27 for the 1/31 deadline. No grant spending was reported in this period, but activities including preparations for the ITB were described and their costs will be reported next at the next reporting period.

Director Tucker updated the membership on the Invitation to Bid preparation, noting that all open questions that may impact the ITB package have been resolved, and details of the landscaping plan are finalized. Nowak Fraus anticipates that the ITB will be ready to post onto MITN on Wednesday February 19th.

Director Tucker advised the membership that City staff met with the owners of U-Haul and legal Counsel on January 16th. While they express a little dissatisfaction with the change in traffic circulation on their site, their primary concern that they would be losing private property to eminent domain was alleviated. A Meeting with Charles Laurencelle at 515 E 11 Mile Rd was held over Teams on Jan. 30th about changes to his private parking lot and whether he'd prefer to access his lot through the alley or with a new approach on Delton. This opened a greater conversation about vacating the alleyway, as it is the only city maintained alleyway in the project area and that if we granted an easement for the businesses or allowed them to take over the property, it would relieve the city of the maintenance costs, reduce the project costs (no need to build approach) and allow 515 E 11 Mile to keep all of their private parking. He is waiting for advice from the City Attorney

as to the pros and cons of vacating this alley or granting an easement to the property owners and how to go about it.

Director Tucker updated the Board on the progress on United Methodist Church Sign for ROW: He has learned that our electrical inspector will not require an electrical contractor for the sign replacement provided that the sign contractor uses the existing conduit that is underground and being used for the sign. Avoiding the need for an electrical contractor will significantly reduce costs for the project. If the electrical conduit is rusted out or any unforeseen issues that require an electrical contractor, the City will find a separate contractor. Thus far he has requested quotes from Johnson Signs, Curb Appeal Concepts and Signarama.

Update on Ongoing Projects:

MHDDA Business Digital Marketing Program Update

Payment has been sent to 1 Vision Media for the completion of two more promotional videos, one for Diamond Jim's and another for Cadillac Straits.

Streetlight/Holiday Decorations

The Design Committee has a holiday catalog, a map of all the existing streetlight locations as well as the most recent MKSK landscaping plan that shows the new streetlight locations in relation to all the other improvements made for the project. All these should provide a starting point for planning any additions to our holiday decoration plans for this year.

COMMITTEE REPORTS:

Promotions Committee - Member Sheppard reported that the committee would like to work on social media videos for the 11 Mile Streetscape.

TRAINING & EVENT OPPORTUNITIES:

Director Tucker noted that the Michigan Downtown Association will be having their spring workshop in March, and he will email the membership with the information. In addition, Oakland County Mainstreet will be hosting an event that highlights DDAs in June.

MHHP Director Williams stated that some of the upcoming events include "How to Connect with Influencers" and the State of the Cities. More information is available in the newsletter.

Member Sheppard noted that the Green Crawl will be similar to last year, and they are finalizing the paperwork for the event.

ADJOURNMENT:

Having no further business, Chair Jarbo adjourned the meeting at 8:49 a.m.