

Special Meeting
Downtown Development Authority
Madison Heights, Michigan
March 8, 2022

A Regular Meeting of the Downtown Development Authority was called to order by Chairman Van Buren on Tuesday, March 8, 2022, at 8:00 a.m. in the Municipal Building at 300 West Thirteen Mile Road, Madison Heights, Michigan.

Present: Chairman Van Buren and Vice Chairman Jarbo. Mr. Busler, Mr. Davignon, Mr. Marando, Ms. Marsh, Ms. Renshaw, Mr. Sheppard and Ms. Zmarzlik.

Also Present: Economic Development Supervisor Tucker and City Clerk Rottmann.

Absent: Ms. Charlebois, Mayor Grafstein, Mr. Keys and Mr. Mancini.

DDA-22-17. Excuse Members.

Motion by Marsh, seconded by Jarbo, to excuse members Ms. Charlebois and Mayor Grafstein from today's meeting due to giving notice.

Yeas: Busler, Davignon, Jarbo, Marando, Marsh, Renshaw, Sheppard, Zmarzlik

Nays: None

Absent: Charlebois, Grafstein, Keys, Mancini.

DDA-22-18. Addition to the Agenda.

Motion by Marsh, seconded by Sheppard, to add under New Business, Discussion of Membership Renewal.

Yeas: Busler, Davignon, Jarbo, Marando, Marsh, Renshaw, Sheppard, Zmarzlik

Nays: None

Absent: Charlebois, Grafstein, Keys, Mancini

DDA-22-19. Minutes.

Motion by Zmarzlik, seconded by Sheppard, to approve the minutes from the January 25, 2022 DDA Special Meeting.

Yeas: Busler, Davignon, Jarbo, Marando, Marsh, Renshaw, Sheppard, Zmarzlik

Nays: None

Absent: Charlebois, Grafstein, Keys, Mancini

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DDA-22-20. Meeting Open to the Public.

There were no public comments.

DDA-22-21. Financial Report.

Mr. Tucker stated that there were no monies spent since the last meeting. He noted that Oakland County Mainstreet will be reimbursing the DDA for \$1,000 for the Street Lighting Painting Project.

DDA-22-22. Director's Report.

Mr. Tucker reported the following: Woodpile restaurant is requesting a Special Approval for outdoor seating at the City Council meeting of March 14th; City Council approved a rewrite of the Zoning Ordinance for the City; members attended the Michigan Downtown Workshop last week; the City is making a grant application for John R improvements; the Green Crawl is upcoming and it has been publicized in the C and G newspaper and on social media; and City Council sunset the outdoor seating resolution that was adopted due to COVID restrictions.

DDA-22-23. DTE Streetlight Outlets 11 Mile Road.

Discussion followed on expanding the street light outlets for holiday decorating and the potential use of the outlets for banners.

Motion by Busler, seconded by Sheppard, to approve an expenditure of \$3,700 for street light outlets on 11 Mile Road.

Yeas: Busler, Davignon, Jarbo, Marando, Marsh, Renshaw,
Sheppard, Zmarzlik

Nays: None

Absent: Charlebois, Grafstein, Keys, Mancini

DDA-22-24. Membership Renewal Discussion.

Ms. Marsh noted that Mayor Grafstein requested that DDA board make a recommendation on membership renewals for Council's consideration.

Motion by Marsh, seconded by Sheppard, to recommend the reappointment of Rickey Busler and Gordon Davignon to the Brownfield Redevelopment and Downtown Development Authorities for regular terms to expire 02/28/26.

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Yeas: Busler, Davignon, Jarbo, Marando, Marsh, Renshaw,
Sheppard, Zmarzlik
Nays: None
Absent: Charlebois, Grafstein, Keys, Mancini

DDA-22-25. Committee Reports.

Design

Chairman Van Buren had no report at this time.

Economic Vitality

The committee reported that one idea they are discussing is inviting business owners to show them opportunities in the DDA.

Promotions

Ms. Zmarzlik reported the committee is creating a model for the Promotions subcommittee for the purpose of succession planning. They are working on the Green Crawl for St. Patrick's Day and creating social media for advertising. A video template has been created for participating businesses to use as well as a map to be displayed. They are also discussing an idea that the Rochester DDA uses to encourage patronizing of local restaurants.

DDA-22-26. Training & Events Opportunities.

Chairman Van Buren thanked the DDA for allowing members to attend the MDA Spring Workshop and stated that there were many ideas they got from other communities and presenters such as financing opportunities for redevelopment, redevelopment liquor license program expansions, bike sharing programs, downtown planning and EV charging stations and their limitations. Ms. Zmarzlik added they learned ideas for Small Business Saturday, an annual Downtown Day, and historical highlights in the DDA.

DDA-22-27. Round Robin.

Mr. Bussler stated that the *Run/Walk for the Health of It* is scheduled for April 23rd and is sure to be a fun event.

Chairman Van Buren stated the Chamber of Commerce Draw Down Raffle is being held and tickets are available. In addition, the Chamber's After Hours event will be at Cadillac Straights.

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Ms. Marsh announced that the City is moving forward with the Civic Center Complex and Fire Station #2 renovation project. Fire Station #2, which is located in the DDA, is scheduled to begin renovations in September.

Mr. Davignon stated that Cadillac Straights and the Royal Oak Brewery are in a competition for March Draftness. To vote please visit the Better on Draft Facebook page. He also stated that they are now canning and construction is beginning on their expansion.

DDA-22-28. Adjournment.

There being no further business, Chairman Van Buren adjourned the meeting at 9:34 a.m.

Cheryl E. Rottmann
City Clerk