

Downtown Development Authority of City of Madison Heights

Memorandum

Date: December 1, 2025

To: Melissa Marsh, City Manager

From: Giles Tucker, Community Development Director

Subject: MHDDA Bylaws Amendment: Eliminate Term Limits

The MHDDA adopted bylaws in 2020, after staff were unable to find any bylaws adopted previously. Prior to adoption, DDA board members were appointed by the Mayor and confirmed by City Council for a term of four years, but there were never any term limits to their service. The new bylaws limits board members to up to two (2) full four (4) year terms. Existing DDA board members of the board were allowed to complete their current four (4) year term and begin their first full term upon Board Member renewal starting after 2021.

The purpose of term limits on the DDA board was to encourage a wider range of perspectives from new downtown businesses and residents interested in serving. Over the last few years, the DDA has not had issues onboarding new board members. Further, because at least a majority of the DDA board must have ownership interest in DDA businesses or property, this provision could limit the amount of willing and eligible board members in the future.

The proposed amendment simply deletes the following sentence from Article III, Section II of the MHDDA Bylaws:

“Thereafter, each member shall serve for a term of four years, and no more than two full terms.”

An Excerpt of Article III, Section II of the Bylaws with this sentence highlighted, as well as the complete MHDDA Bylaws have been included with this memo to provide context.

At the Regular Meeting of the MHDDA of 8-21-25 the board unanimously approved the elimination of the provision within the MHDDA Bylaws pertaining to board member term limits and recommended this amendment to the City Council for approval.

Staff Recommended Action:

Staff recommends that City Council concur with the recommendation of the Downtown Development Authority and approve the amendment of the MHDDA Bylaws as presented.