

Downtown Development Authority of City of Madison Heights

Memorandum

Date: July 25, 2025

To: Downtown Development Authority Board Members

From: Giles Tucker, Community Development Director

Subject: MHDDA Bylaws & 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. Article III, Section II of the current bylaws reads as follows:

Section II – Number, Tenure, and Qualifications:

*The DDA shall be under the supervision and control of a board consisting of the chief executive officer of the municipality, or their designee from the governing body of the municipality, and not less than 8 or more than 12 members, and not more than 3 Ex-Officio non-voting members as determined by the governing body of the municipality. The voting members shall be appointed for a term of four years. At least a majority of the members shall be persons having an interest in property located in Downtown Madison Heights. At least one of the members shall be a resident of Downtown Madison Heights, if the district has one hundred or more persons residing within it. A member shall hold office until the member's successor is appointed and assumes the office. **Thereafter, each member shall serve for a term of four years, and no more than two full terms.** The City Manager shall be appointed to the board as a voting member in their capacity as a public official and their term shall expire upon expiration of their service as a public official.*

For simplicity, 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 following are current board members (excluding active Mayor & City Manager), their current term and its expiration:

Name	Position	Term End	Type of Term
Rickey Busler	Member - Re/Max Vision	02/28/2026	First Term
Gordon Davignon	Member - Cadillac Straits	02/28/2026	First Term
Gerry Hambright	Member - Pyro Service Company	02/28/2027	No full term yet - filled vacancy
Yousif Jarbo	Chair - Amori's Market	02/28/2027	First Term
Joseph Keys	Member - Correct Car Care	02/28/2027	First Term
Giuseppe (Joe) Marando	Member - King Property Investments	02/28/2029	No full term yet - filled vacancy
Lenea Renshaw	Member - Miss NeNe's Child Care	02/28/2029	First Term
Michael Sheppard	Member - Northern TV	02/28/2027	First Term
Marija Ujkic	Member - Mia's Tasty Grill	02/28/2028	First Term
Michael VanBuren	Vice-Chair - Artech Printing	02/28/2027	First Term
VACANT REGULAR	Member	02/28/2029	vacancy
Roslyn Grafstein	Mayor	11/10/2025	mayor
Melissa Marsh	Member - City Manager	N/A	city manager
Giles Tucker	Staff Liaison	N/A	staff

The purpose of term limits on the DDA board is 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 may limit the amount of willing and eligible board members in the future.

Staff Recommended Action:

The MHDDA board should recommend approval of the proposed amendment to the MHDDA Bylaws, which removes term limits to DDA Board membership. This recommendation would then be included for consideration for approval of City Council.