

Joint BRA & DDA Meeting  
Madison Heights, Michigan  
January 16, 2024

A Joint BRA & DDA Meeting was held on Tuesday, January 16, 2024 at 8:00 AM at City Hall  
- Executive Conference Room, 300 W. 13 Mile Rd.

**PRESENT**

Rickey Busler  
Ruth Charlebois  
Gordon Davignon  
Roslyn Grafstein  
Yousif Jarbo  
Joseph Keys  
Anthony Mancini  
Joe Marando  
Melissa Marsh  
Lenea Renshaw  
Michael Sheppard  
Michael Van Buren

**ALSO PRESENT**

Community and Economic Development Director Giles Tucker

**BRA/DDA-24-1. DDA Informational and Regular Meeting Minutes of November 14, 2023.**

Motion to approve the DDA Information Meeting Minutes and the DDA Regular Meeting Minutes of November 14, 2023, as printed.

Motion made by Marsh, Seconded by Keys.

Voting Yea: Busler, Charlebois, Davignon, Grafstein, Jarbo, Keys, Mancini,  
Marando, Renshaw, Sheppard, Van Buren

Motion carried.

**MEETING OPEN TO THE PUBLIC**

There were no members of the public wishing to speak.

**BRA/DDA-24-2. 29448 John R Rd Brownfield Plan.**

CED Director Tucker stated that the City of Madison Heights and MMD Acquisitions LLC entered into an agreement for the sale of the property located at 29448 John R Rd on May 10th, 2022. This

agreement included a due diligence period, which was extended, and the property was closed upon in November 2023. A condition of the sale of the property was the approval of a Brownfield Plan that included the reimbursement of eligible activities as defined in the Michigan Brownfield Redevelopment Financing Act (Public Act 381). Mr. Tucker noted that the proceeds of the sale of this property were a significant part of the funding for the much-needed renovation of City Hall, Adult Active Center, and Library. He continued that this site was formerly used as a landfill for the Royal Oak dump and as a part of the Southeastern Oakland County Resource Recovery Authority's (SOCCRA) transfer station and incinerator. A Phase II ESA found heavy metals and naphthalene in soil samples and arsenic in the groundwater samples above Michigan Department of Environment, Great Lakes, and Energy (EGLE) Part 201 generic residential cleanup criteria (GRCC). For this reason, the property qualifies as a "facility" as defined by 1994 P.A. 451, Part 201, as amended. Phase II ESA also detected Mercury, ethylbenzene, naphthalene, and 1,2,4-trimethylbenzene were detected above EGLE Residential Volatilization to Indoor Pathway (VIAP) Screening Levels, dated September 4, 2020. CED Director Tucker stated that the developer is requesting a "not to exceed" total reimbursement of \$2,041,686 for eligible activities. This total includes \$1,785,905 in estimated eligible activities and a 15% contingency of \$255,781. He reviewed the eligible reimbursement activities for the board.

Motion to recommend that Madison Heights City Council adopt the proposed Brownfield Plan for property located at 29448 John R Rd and to authorize the Mayor and City Clerk to sign the Development Agreement and Reimbursement Agreement after review and minor modifications are made from the City Attorney.

Motion made by Busler, Seconded by Marando.

Discussion followed on the length of time for the Brownfield Plan, estimated amount of taxable value and how it is determined, and what would happen if the occupant or applicant went out of business.

Voting Yea: Busler, Charlebois, Davignon, Grafstein, Jarbo, Keys, Mancini,  
Marando, Marsh, Renshaw, Sheppard, Van Buren

Motion carried.

### **BRA/DDA-24-3. DDA FY 24-25 Budget.**

CED Director Tucker stated that in January of each year, the DDA adopts a budget for the next fiscal year to be included in the City's overall budget process. He highlighted notable expenditures including clock tower maintenance, tree planting, contribution to the MHHP Chamber of Commerce, conferences and workshops, membership and dues, and the 11 Mile/John R Streetscape improvements.

Motion to approve the budget with the following amendment:

*Increase line item 248-863-818-5001, Facade Improvement, to \$30,000 with the condition that \$20,000 of this line item be used for a targeted facade grant for the 11 Mile/John R Streetscape area.*

Motion made by Marsh, Seconded by Charlebois.

Voting Yea: Busler, Charlebois, Davignon, Grafstein, Jarbo, Keys, Mancini,  
Marando, Marsh, Renshaw, Sheppard, Van Buren

Motion carried.

## **REPORTS:**

### 11 Mile/John R Streetscape Project

CED Director Tucker updated the board on the 11 Mile/John R Streetscape project. He noted that he has been receiving mostly positive feedback and expects to have a plan to present to the board in February.

### Facade/Sign Grants

CED Director Tucker stated that the board will be presented with updated guidelines and applications in February.

### Finance Report

CED Director Tucker noted that there was not much activity since the last meeting, however, he does expect the partial engineering payment for the 11 Mile/John R Streetscape project soon.

## **ROUND ROBIN:**

MHHP Chamber of Commerce Director Linda Williams stated that the Chamber's 4th Quarter Activity Report will be forthcoming.

Chair Van Buren announced that today was long-time member Ruth Charlebois' last meeting on the Brownfield Redevelopment and Downtown Development boards as she is moving to northern Michigan. The board thanked Ruth for her service and noted that she was the second longest serving member of the DDA, appointed in July of 2009. Ms. Charlebois thanked the board members for their friendship and commented that serving on the board has been a true blessing.

## **ADJOURNMENT**

Having no further business, Chair Van Buren adjourned the meeting at 9:21 a.m.