

Brownfield Redevelopment Authority & Downtown Development Authority Joint Meeting  
Madison Heights, Michigan  
April 17, 2025

A Brownfield Redevelopment Authority & Downtown Development Authority Joint Meeting  
was held on Thursday, April 17, 2025 at 8:00 AM at Library - Flex Space, 240 W. 13 Mile Rd.

**PRESENT**

Gordon Davignon  
Yousif Jarbo  
Joseph Keys  
Anthony Mancini  
Joe Marando  
Michael Sheppard  
Marija Ujkic  
Michael Van Buren

**ABSENT**

Rickey Busler  
Roslyn Grafstein  
Gerry Hambright  
Melissa Marsh  
Lenea Renshaw

**OTHERS PRESENT**

Community and Economic Development Director Giles Tucker  
Deputy City Manager/City Clerk Cheryl Rottmann

**BRA/DDA-25-1. Excuse Members.**

Motion to excuse members Busler, Grafstein, Hambright, Marsh and Renshaw from  
today's meeting.

Motion made by Keys, Seconded by Sheppard.

Voting Yea: Davignon, Jarbo, Keys, Mancini, Marando, Sheppard, Ujkic, Van Buren

Motion carried.

**BRA/DDA-25-2. DDA Minutes of February 20, 2025.**

Motion to approve the DDA meeting minutes of February 20, 2025, as printed.

Motion made by Van Buren, Seconded by Keys.

Voting Yea: Davignon, Jarbo, Keys, Mancini, Marando, Sheppard, Ujkic, Van Buren

Motion carried.

**MEETING OPEN TO THE PUBLIC:**

There were no members of the public wishing to speak.

**BRA/DDA 25-3. DDA Holiday Banners.**

It was the consensus to have the Design Committee make the final decision on which holiday banners are purchased.

Motion to authorize staff to purchase holiday pole banners for the DDA in the amount of \$3,500.

Motion made by Van Buren, Seconded by Keys.

Voting Yea: Davignon, Jarbo, Keys, Mancini, Marando, Sheppard, Ujkic, Van Buren

Motion carried.

**BRA/DDA 25-4. DDA Holiday Decorations.**

Motion to authorize staff to purchase holiday snowflake pole decorations in an amount not to exceed \$15,000.

Motion made by Keys, Seconded by Sheppard.

Voting Yea: Davignon, Jarbo, Keys, Mancini, Marando, Sheppard, Ujkic, Van Buren

Motion carried.

**BRA/DDA 25-5. Streetscape Site Furnishings - Bike Racks.**

Motion to purchase twelve (12) custom logo cut panel bicycle racks from ThePark for \$4,2269.97 in four different colors.

Motion made by Keys, Seconded by Van Buren.

Voting Yea: Davignon, Jarbo, Keys, Mancini, Marando, Sheppard, Ujkic, Van Buren

Motion carried.

**BRA/DDA 25-6. Streetscape Site Furnishings – Benches.**

Motion to approve the purchase of Curved Back Black Powder Coated park benches from ThePark in an amount not to exceed \$8,000.

Motion made by Marando, Seconded by Sheppard.

Voting Yea: Davignon, Jarbo, Keys, Mancini, Marando, Sheppard, Ujkic, Van Buren

Motion carried.

**BRA/DDA 25-7. Streetscape Site Furnishings- Trash Bins.**

Motion to approve the purchase of four (4) Executive Trash bins with doors from ThePark for \$3,791.78.

Motion made by Keys, Seconded by Sheppard.

Voting Yea: Davignon, Jarbo, Keys, Mancini, Marando, Sheppard, Ujkic, Van Buren

Motion carried.

**BRA/DDA 25-8. Sign Grant Application - Beauty Room 11.**

Motion to approve the sign grant application from Beauty Room 11 for up to 50% of the total project cost or \$2,000, whichever is less with the following conditions:

1. Provide a revised quote and sign plan including dimensions and material that meets all requirements of local sign ordinances.
2. Complete business parking space striping and obtain a certificate of occupancy.
3. The project is to be reimbursed once the applicant has reached one continuous year at this location (February 4, 2026).

Motion made by Van Buren, Seconded by Davignon.

Voting Yea: Davignon, Jarbo, Keys, Mancini, Marando, Sheppard, Ujkic, Van Buren

Motion carried.

**Finance Report**

Director Tucker advised that the bid preparation and engineering costs for the 11 Mile Streetscape project and the 2<sup>nd</sup> Quarter payment to the Chamber of Commerce were paid.

**11 Mile Streetscape Update**

Director Tucker provided the following updates on the 11 Mile Streetscape project:

**Bid Award**

The lowest responsible bidder, DiLisio Contracting, was awarded the contract for the Streetscape project at the March 24, 2025 City Council meeting with a construction cost of \$888,953.00. A pre-construction meeting is anticipated to take place mid to late April. At this meeting the details of the project, including its timeline, any lane closures or other phases will be finalized, allowing us to in turn communicate these details to all affected businesses and property owners.

### United Methodist Church Sign & ROW Purchase Agreement

A draft property transfer agreement and Quit Claim Deed have been sent over to the church for review. Once approved, we will enter into an agreement with Signarama Clinton Township for the demo and replacement of the church sign. The foundation of the old sign will be left in place and DiLisio Contracting will either ensure that it is not a tripping hazard or remove the foundation from the ROW for an additional cost. A cost estimate for the removal of the foundation will be developed as we are closer to our preconstruction meeting.

### 515 E. 11 Mile Rd

A draft easement agreement document has been sent to the owner of 515 E 11 Mile Rd for review. The owner of 515 E 11 Mile said that he would prefer that the 11 Mile Streetscape not construct an approach on Delton into his parking lot, as it would reduce his parking space by 2 spaces. Instead, it has been agreed that we would record an access easement to the property owner on the portion of the alleyway going into the site with the conditions that the property owner maintains this portion of the alleyway including the approach and that in the event this arrangement doesn't work the City provides an approach on Delton.

### 241 E 11 Mile R Rd

On April 8<sup>th</sup> I met on site with the property owners to discuss traffic circulation, striping and a potential Sign Grant application.

### 11 Mile Streetscape Project Celebration

Director Tucker stated that once we are aware of the constructions schedule, staff will schedule an 11 Mile Street Streetscape groundbreaking celebration. In addition, the Promotions Committee will meet to discuss and plan a downtown event for the grand opening of the project.

### **Brownfield Projects Update**

Director Tucker provided the following Brownfield Project updates:

#### Madison Center Owner

29411 John R Rd: A temporary certificate of occupancy was issued on March 17, 2025 to Kim Nhung Superfood Inc., a grand opening ceremony is scheduled for Saturday April 19th at 10am.

29345 John R Rd (Outlot): The outlot space has been sold to PMF JOHN R LLC for the development of Popeyes. Engineering was submitted and tentatively approved but their fees remain unpaid. Speaking with their engineer Popeyes is contemplating a new design and this has delayed development. Because of this delay, the project will be subject to our new zoning ordinance.

#### Hudson-Madison LLC

Project complete. No new developments

#### Woodward Holdings LLC

This is the site of the former Active Adult Center. Phase I & Phase II environmental, demolition, fencing and underground utility work has been conducted on site for Car Wash Development.

Tommy's has since backed out of the project, but another car wash developer is anticipated to take its place using the sign configuration and building envelope.

Brownfield TIF Application & Guidelines Update

New inquiries on our brownfield TIF application have prompted me to consider revising our application, eligibility requirements and guidelines. I anticipate presenting a new application and guidelines for consideration at our August 21st joint meeting.

**ADJOURNMENT:**

Having no further business, Chair Jarbo adjourned the meeting at 9:59 a.m.