

Joint DDA & BRA Meeting
Madison Heights, Michigan
August 20, 2024

A Joint DDA & BRA Meeting was held on Tuesday, August 20, 2024 at 8:00 AM at City Hall - Executive Conference Room, 300 W. 13 Mile Rd.

PRESENT

Member Gordon Davignon
Mayor Roslyn Grafstein
Vice-Chair Yousif Jarbo
Member Joseph Keys
Member Joe Marando
Member Melissa Marsh
Member Michael Sheppard
Member Marija Ujkic
Chair Michael Van Buren

ABSENT

Member Rickey Busler
Member Lenea Renshaw

OTHERS PRESENT

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

DDA-24-20. Excuse Members.

Motion to excuse Mr. Busler and Ms. Renshaw from today's meeting.

Motion made by Member Marsh, Seconded by Member Sheppard.

Voting Yea: Member Davignon, Mayor Grafstein, Vice-Chair Jarbo, Member Keys,
Member Marando, Member Marsh, Member Sheppard, Member Ujkic,
Chair Van Buren

Absent: Member Busler, Member Renshaw

Motion carried.

DDA-24-21. MHDDA Minutes of June 18, 2024.

Motion to approve the MHDDA minutes of June 18, 2024, as printed.

Motion made by Mayor Grafstein, Seconded by Member Keys.

Voting Yea: Member Davignon, Mayor Grafstein, Vice-Chair Jarbo, Member Keys, Member Marando, Member Marsh, Member Sheppard, Member Ujkic, Chair Van Buren

Absent: Member Busler, Member Renshaw

Motion carried.

MEETING OPEN TO THE PUBLIC:

There were no members of the public wishing to speak.

DDA-24-22. MHDDA Board Vacancies & Candidates.

Director Tucker stated there are currently two vacancies on this board. He noted that he invited the three applicants to attend today's meeting and commented that Mr. Hambright was present.

Gerry Hambright, owner of Pyro Services, was in attendance and introduced himself and gave a brief background of his business to the membership.

Motion to recommend the appointment of Gerry Hambright to the Brownfield and Downtown Development Authorities to Mayor Grafstein.

Motion made by Vice-Chair Jarbo, Seconded by Member Sheppard.

Voting Yea: Member Davignon, Vice-Chair Jarbo, Member Keys, Member Marando, Member Marsh, Member Sheppard, Member Ujkic, Chair Van Buren

Voting Abstaining: Mayor Grafstein

Absent: Member Busler, Member Renshaw

Motion carried.

Finance Report

Director Tucker reviewed the Finance Report for the membership. He noted that there were a few notable expenses, including:

- Nowak and Fraus \$26,000 for adding 3-lane configuration to the 11 Mile Streetscape budget
- Go Daddy \$275.88 for the DDA website and domain annual renewal costs
- MHHP Chamber Q3 \$2,500 quarterly payment
- With the award of the Placemaking grant, expenditure line item 248-863-987-0006 11 Mile/John R Road Improvements will increase by \$313,981.50 for a total of \$713,981.50 and the DDA revenue line item 248-025-588-1000 County Grant to a total of \$313,981.50.

Main Street Oakland County Placemaking Grant Award

On July 18th the Oakland County staff informed the city the Board of Commissioners approved our Placemaking Grant application for a total grant request of \$313,981.50. On August 12th City

Council approved the 3-lane configuration of the project 6-1 and authorized the City Manager to sign an interlocal agreement on behalf of the City accepting a grant of \$313,981.50. This new grant will be reflected in the DDA budget revenue and expense line items.

The next step is to conduct boundary surveys for the area and develop complete engineering plans. This step is especially important because we will know for sure how much, if any, property will need to be acquired from private property owners to allow for the on-street parking and new sidewalk. Our desired timelines is to issue an RFP for the project over the winter and begin construction after Madsion Schools last day of classes.

MHHP Chamber FY 2024 Q3

The Chamber has provided an activity summary for Q2 of 2024 and the DDA paid their quarterly installment this month.

Diamond Jim Sign Grant

Diamond Jim's has completed and received final inspection for all the work related to their approved sign grant application from 2023. They also provided all required proof of payment, and a check was issued to them for \$2,200.

Active Brownfield Reimbursements- Summer 2024 Tax & Updates

Director Tucker provided the following updates on Active Brownfield Reimbursements:

Madison Center LLC

Maximum Reimbursement: \$2,388,549.00

Total Reimbursement to Date: \$123,404.54

On July 11th the Building Dept received building plans for the renovation and interior buildout of 29305 John R, the "would be" Amazon Fresh site within the strip area of the site. The main tenant will be Kim Nhung Superfoods, an Asian grocery store. This business is currently operating 30925 Dequindre Rd. The project has minor revisions to make to its plans and to pay fees before a permit is issued.

28202 Woodward Holding LLC- 29448 John R Rd

Maximum Reimbursement: \$2,041,686

Total Reimbursement to Date: \$0

Thus far the developer has completed site demolition and has been issued permits for utility stub work. The site is currently awaiting the completion of land divisions. The site will be the home of Tommy's Car Wash and Popeyes.

Hudson-Madison 30031 Dequindre

Maximum Reimbursement: \$1,527,680.39

Total Reimbursement to Date: \$335,271.44

The Reserve at Red Rund received its Certificate of Occupancy in March of 2023, and has run without issues since project completion.

DDA-24-23. Designate CED Director to Approve Digital Media Marketing Program Applications.

Mr. Sheppard gave an update on the program and what businesses are scheduled to have their video done. Director Tucker noted that the interest has exceeded the initial four videos authorized by the DDA at a cost split of 80/20. There are eight businesses currently interested in having videos done.

It was the consensus to have the program guidelines include that businesses must have a brick-and-mortar location within the DDA.

Motion to designate the CED Director to approve MHDDA Business Digital Media Marketing Program applications that meet the program requirements and to limit applications to one per business at an 80/20 cost split.

Motion made by Member Marsh, Seconded by Member Keys.

Voting Yea: Member Davignon, Mayor Grafstein, Vice-Chair Jarbo, Member Keys, Member Marando, Member Marsh, Member Sheppard, Member Ujkic, Chair Van Buren

Absent: Member Busler, Member Renshaw

Motion carried.

DDA-24-. Amendment to Videography Services and Referral Agreement.

Motion to amend the Videography Services and Referral Agreement between the 1 Vision Media Group, LLC and the DDA as follows:

6. Term and Termination.

- (a) The term of this Agreement commences on the Effective Date and shall continue for a term of (4) months or upon completion of and payment for ~~(4) four~~ (8) *eight* Client promotional videos, whichever is first. This agreement may be extended an additional calendar year upon approval of the DDA board.

Voting Yea: Member Davignon, Mayor Grafstein, Vice-Chair Jarbo, Member Keys, Member Marando, Member Marsh, Member Sheppard, Member Ujkic, Chair Van Buren

Absent: Member Busler, Member Renshaw

Motion carried.

ROUND TABLE:

Mr. Keys noted that the trees planted closest to the approach at his business need to be replaced.

In response Mr. Jarbo, City Manager Marsh stated that she could not report any progress on the property status of the corner of John R and 11 Mile Road. Director Tucker added that should the property become available to the City, the City is prepared to issue a Request for Proposal for the development of the parcel.

Mr. Morando informed the membership that the Corporate Transparency Act goes into effect on January 1, 2025 and a Beneficial Ownership Interest Form needs to be completed. He advised that the membership contact their accountants regarding this requirement and noted that an online form is available.

City Manger Marsh congratulated Cadillac Straights on their five year business anniversary and noted they are having an anniversary celebration on September 21st. She also announced that the Fire Station Open House and the Revin' in the Heights car show is scheduled for September 14th and Trail Tunes is September 21st.

ADJOURNMENT:

Having no further business, Chair Van Buren adjourned the meeting at 8:47 a.m.