

## MEMORANDUM

**DATE:** May 23, 2025

**TO:** Melissa Marsh - City Manager

**FROM:** Giles Tucker - Community & Economic Development Director

**SUBJECT:** 11 Mile Rd ROW & United Methodist Church Sign Agreement

---

### SUMMARY/BACKGROUND:

In November 2024, City engineers conducted surveying in preparation for the 2025 11 Mile Streetscape Project. This survey confirmed that the property line for the United Methodist Church at 241 E 11 Mile Rd is right up to the existing sidewalk, unlike every other block in the project area. While it is possible to include on-street parking for the streetscape project without additional ROW, doing so would match existing ROW on adjacent blocks and ensure a more uniform look in the project area and provide more room for pedestrian amenities. The included engineers exhibit developed by Nowak-Fraus shows a preferred property acquisition of 27ft of ROW in front of the United Methodist Church (UMC).

At the January 16<sup>th</sup> DDA Meeting the DDA board authorized staff to pursue an agreement between the UMC and DDA where the DDA agrees to pay for the construction of a new church sign in exchange for granting the City of Madison Heights an additional 27ft of right-of-way. The Church has since agreed to this arrangement and has signed the included Transfer Agreement and Quit Claim Deed. The DDA has also gathered quotes for the removal of the existing sign and the construction of a new sign for the church that will be outside of the new ROW line. The lowest and best quote for this project came from Signarama of Clinton Township for a total cost of \$12,574.71. In the process of obtaining these quotes the DDA learned that there may be additional cost if the sign company cannot use the existing underground electrical conduit. In this scenario, the DDA is prepared to incur these costs using an existing city contractor.

Section 12.1 Purchase and Sale of Property with our City Ordinances requires five (5) affirmative votes from City Council for any purchase or sale of property. Provided that City Council grants authority to the City Manager and Clerk to sign the attached Property Transfer Agreement, the DDA would provide notice to the company with the lowest quote, Signarama of Clinton Township for the project to begin work. All project costs associated with the replacement of the sign would be covered by the DDA. Once completed, the Quit Claim deed will be recorded, and the additional ROW will be city owned.

### STAFF RECOMMENDATION:

City staff recommend that City Council authorize the City Manager and Clerk to sign the Property Transfer Agreement and Quit Claim Deed for the acquisition of 27ft of ROW for the sum of one and 00/100 (\$1.00) dollars. In exchange for this additional right of way, it is understood that the Madison Heights Downtown Development Authority shall bear all costs of the removal and replacement of the United Methodist Church sign.