

Joint BRA/DDA Meeting
Madison Heights, Michigan
February 20, 2024

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

PRESENT

Member Rickey Busler
Member Gordon Davignon
Mayor Roslyn Grafstein
Vice-Chair Yousif Jarbo
Member Joseph Keys
Member Melissa Marsh
Member Michael Sheppard
Chair Michael Van Buren

ABSENT

Member Joe Marando
Member Lenea Renshaw

OTHERS PRESENT

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

BRA/DDA 24-4. Excuse Members.

Motion to excuse Members Marando and Renshaw from today's joint BRA/DDA meeting.

Motion made by Member Busler, Seconded by Member Sheppard.

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

Motion carried.

BRA/DDA 24-5. January 16th 2024 BRA-DDA Joint Meeting Minutes.

Motion to approve the Joint BRA-DDA Meeting Minutes of January 16, 2024, as printed.

Motion made by Member Sheppard, Seconded by Mayor Grafstein.

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

Motion carried.

MEETING OPEN TO THE PUBLIC:

There were no members of the public wishing to speak.

BRA/DDA 24-6. Brownfield Reimbursement Request for 30031 Dequindre Rd - Request #2.

Motion to approve the second Brownfield Reimbursement Request to Hudson-Madison LLC for 30031 Dequindre Road, in the amount of \$220,820.41.

Motion made by Member Sheppard, Seconded by Member Busler.

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

Motion carried.

BRA/DDA 24-7. Update on the Façade Grant Guidelines & Application Revisions.

Director Tucker gave an update on the changes to the Façade and Sign Grant guidelines and applications to the board, including streamlining the application, revisions to the grant limits, qualifications of applicants, changes to eligible activities, and changes to the approval process.

Motion to adopt the Facade and Sign Grant Applications and Guidelines as presented.

Motion made by Member Sheppard, Seconded by Member Keys.

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

Motion carried.

REPORTS:

Finance Report

Director Tucker noted there have not been a lot of changes to the Financial Report since the last meeting except for payments to Nowak and Fraus for the 11 Mile Streetscape Project. He also noted that year-to-date revenues are up from properties becoming uncapped due to new ownership.

MHHP Chamber of Commerce Q4 Report

MHHP Chamber Director Linda Williams provided the membership with a MHHP Quarterly Report. She reviewed revenues, memberships, special events and their budget activities. Some of the upcoming programs include the State of the Cities and the Green Crawl. Ms. Williams stated that they are working on spring programming as well.

In response to City Manager Marsh's question, Ms. Williams stated that there is a \$7,680 shortfall in MHHP revenues from the projected amount. The MHHP is working to compensate for the shortfall and has applied for a \$5,000 grant from the CAB to help cover the cost of workshops and the podcast. She noted that Hazel Park has also committed to increasing their commitment by \$3,000. Further, their goal is to increase membership by 10 and raise the membership total to 140.

BRA/DDA 24-8. DDA Board Appointments.

Motion to recommend that the Mayor re-appoint members Keys and Sheppard to the DDA board.

Motion made by Member Busler, Seconded by Member Davignon.

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

Motion carried.

BRA/DDA 24-9. DDA Board Appointments.

Motion to recommend that the Mayor appoint Maria Ujkic to the DDA board.

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

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

Motion carried.

11 Mile Rd Streetscape Plan Progress

Director Tucker stated that he has met with SEMCOG to discuss the application process for the TAP grant. The target is now to apply for the grant in June. He stated the discussion included the topics of multimodal paths, site amenities, closing curb cuts and onstreet parking and how that will help create multimodal pathways. MKSK and Nowak and Fraus are going to present an estimate of costs for the grant process to move forward.

ROUND ROBIN:

In response to Chair Van Buren's question, City Manager Marsh stated that the new utility poles at 11 Mile and John R are part of an upgrade by DTE.

Mr. Busler thanked Joe Keys for his assistance with his car. May 10th is the Senior Prom at the Active Adult Center from 4 p.m. to 7 p.m. and they are looking for gift card sponsorship and invited all to attend. August 12th is the City Recreation Golf Outing. He requested coffee and donuts/bagels for future meetings.

Mr. Jarbo asked that the Design Committee look into potential areas where special events can be held such as a bourbon tasting.

City Manager Marsh stated that the Design Committee will be meeting to discuss the City's entry signs in the DDA.

ADJOURNMENT:

Having no further business, Chair Van Buren adjourned the meeting at 9:17 a.m.