Downtown Development Authority of City of Madison Heights

Memorandum

Date: January 3, 2025

To: Downtown Development Authority Board Members

From: Giles Tucker, Community Development Director

Subject: MHDDA FY 25-26 Budget

In January of each year the MHDDA needs to adopt a budget for the next FY to be included in the City's overall budget process. The following is a breakdown of some of the notable expenditures included in this year's proposed budget:

248-863-818-0000 Contractual Services $20,000
-   Clocktower Maintenance $5,000
-   Tree Planting $5,000
-   MHHP Chamber $10,000

248-863-818-5001 Façade Grant $30,000:
Last year's budget included additional funds towards façade grant to encourage businesses within the 11 Mile phase I project area to improve their storefronts. Now that we have a rough start date for construction, I recommend we continue offering this.

248-863-955-8640 Conferences & Workshop $1,500
The budget maintains this line item to pay for costs associated with attending conferences, workshops, or other training for DDA board members and staff.

248-863-958-0000 Memberships & Dues $1,500
This line item has been increased from $1045 to $1500 to account for increases in membership costs. Moody's Analytics (formerly CPIX) our property search and reporting tool has increased from $820 to $880 in this calendar year. Furthermore, the Michigan Downtowns Association has increased its membership fees from $125 plus and an optional $100 towards lobbying efforts in Lansing to $250.00 plus an optional $100 towards lobbying. They have also introduced a tiered membership where DDA boards with a total budget greater than $250,000 will be charged $400 for an annual membership.

248-863-987-0000 Improvements $20,000
This line items is reserved for larger projects for physical improvements downtown including wayfinding & gateways, banners, holiday decorations, and other improvements.

Staff Recommended Action:
Staff recommends the DDA board adopt the proposed budget as presented.