

**CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
Record of the February 16, 2011 Meeting
APPROVED**

Members Present: Matt Barnes; John Dowson; Dale Feigely, John Hirzel; Beth Lewis; Mike Maher; Paul Mecklenborg; Gail Perrin; Triscia Pilchowski; Roscoe Smith

Members Absent: Doreen Kosieracki

Staff Present: Melissa Dashevich

Visitors Present: Joe Salvia

Mr. Roscoe Smith called the meeting to order at 6:30 p.m.

Mr. Smith also introduced the newest Board Member, Mr. Dale Feigley.

Approve Regular Board Minutes of January 19, 2011

MS. PERRIN MOVED to approve the Regular Board Meeting Minutes of January 19, 2011 as presented. SUPPORTED BY MS. PILCHOWSKI and the motion carried with a roll call vote. (9 yes votes.)

OLD BUSINESS

Director Discussion – There was an Executive Session regarding the Director position a few weeks ago. The Board will be meeting in Executive Session after tonight’s regular meeting to continue the discussion.

NEW BUSINESS

The Main Street Event will take place on March 4, 2011.

MS. PILCHOWSKI moved to purchase a table of ten at the MSOC Main Event to take place on March 4, 2011 for three hundred dollars (\$300). SUPPORTED BY MR. MECKLENBORG and the motion carried with a unanimous vote (9 yes votes)

Board members indicated if they will be attending. Melissa Dashevich will make the reservations.

MS101 Classes will take place on March 30th and March 31st at the Farmington Civic Center. Please consider attending. There will be no charge to the attendees.

TREASURER’S REPORT

The month end reports for January were not available for review due to personnel changes and the taxes coming due. The group reviewed the December 31, 2010 month end reports.

A question was raised asking what was the Deferred Revenue under the liability. This question will be investigated.

MILFORD ROAD STREETScape

Design – Mr. Smith reviewed the Highland Station Project Priority List, provided by Mr. Tad Krear, that was based on the presentation/discussion from the January 19, 2011 Board Meeting.

Mr. Smith reviewed the proposal provided by Tad Krear addressing the number one priority on the Priority List. This was the Milford Road Streetscape Improvements (sidewalk plan). This total proposal amount was approximately \$9,500.00 plus reimbursements.

There were questions regarding the proposal and Tad Krear will be invited to the next Board Meeting.

One concern was the reimbursement costs and it was felt that amount is open ended. It was suggested that a not to exceed figure could be included.

Mr. Smith stated that he did not expect an answer tonight on the proposal; however, he wanted to confirm that the Board was in agreement as to what the plan of action will be.

It was discussed that what is being presented this evening is the preliminary, but necessary steps, to accomplish the designs for the infrastructure. This price does not include the actual construction of the infrastructure.

Community Reports - None Offered

Upcoming Meetings/Events - None Offered

Call to the Public – None Offered

At 8:30 p.m. Mr. Smith adjourned to the Executive Session.