

CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
Record of the October 5, 2005 Meeting
Highland Station

Members Present: Keith Rhodes (Chairman), Sharon Greene, Jim Gorman, Susan Happel, Mike Hickox, Gail Perrin, Patricia Pilchowski (Township Supervisor),

Members Absent: Neil Kajy

Staff Present: Jill Bahm (HDDA Director)

Visitors Present: David Blossy, Joseph Salvia, Sue Grissim, Rick & Christine Yaeger, Scott Oppmann, James Allie, Paul Young, Jim & Nan Blake, Carol Borich

Chairman Rhodes called the meeting to order at 5:35 p.m.

Approve Meeting Minutes of September 7, 2005:

Motion by Pilchowski, seconded by Happel, to approve the minutes of September 7, 2005 as amended. Motion carried, 6-0. Gorman abstained

Members Roscoe Smith and Paul Mecklenborg arrived at 5:40 p.m.

Financial Report: Ms. Happel stated that there is currently \$99,750.45 in assets through September 2005.

Old Business:

Light Fixture Policy: Ms. Bahm is researching additional light fixture manufacturers and hopes to have more to report next month. Ms. Grissim and Mr. Gorman offered their assistance and Ms. Bahm will send them the lighting specifications.

2006 HDDA Budget: The budget was unanimously approved by the Township Board of Trustees on September 28, 2005

Sparks in the Park: Mr. Rhodes revisited last month's discussion, noting that after seeking other community groups who may be interesting in participating in Sparks, that no groups have expressed interest. Mr. Rhodes asked the board members for their comments. In response to a question from Mr. Allie, the Highland Fire Dept. handles much of the traffic and crowd control and the professional pyrotechnics firm does the fireworks show. It is the organization, fundraising, promotion and coordination of the event that is a great deal of work.

Ms. Happel said the Huron Valley Chamber of Commerce discussed taking over the event. With the event running at a loss, the HVCC does not think that, given the remote location, the sponsors can get what they need from the event. She sees that there are more negatives than positives to running the event.

Ms. Pilchowski suggested contacting the press to discuss the difficulties with running this event. She thinks the whole event needs to be revamped. Ms. Bahm suggested holding a town meeting and inviting the community to discuss Sparks. She feels that the HDDA should act as facilitator. The board agreed that this was a good idea. Ms. Happel said she would prepare a press release. Mr. Rhodes and Ms. Bahm will prepare the content for the meeting and illustrate what is needed to coordinate this event. Ms. Pilchowski suggested using the Township Board Meeting of Nov. 9 at 7 p.m., which is 30 minutes prior to their regular meeting time.

Temporary Library Sign: Ms. Perrin discussed the need for a temporary library sign at the library. She, Ms. Bahm and Ms. Burkhart will meet with a sign company. The library understands that this is temporary until a permanent monument sign can be erected on the boulevard. Mr. Rhodes noted that despite the lack of signage, patronage is up considerably at the library.

New Business:

Main Street Oakland County Update: Ms. Bahm reported that the HDDA's application to MSOC was accepted September 21, making Highland the 11th MSOC community. She noted that following the regular board meeting, the committees would have a chance to meet and set their meeting times/dates. The Main Event is scheduled for October 14 and is free to the HDDA board members. Additionally, the Design Committee is encouraged to attend an all-day MSOC Training class for Design on November 16-17.

Director's Report:

Quarterly Newsletter: Ms. Bahm noted that the newsletter will be mailed before October 15 as well as posted on our website.

Upcoming events/conferences/seminars: Ms. Bahm spoke about the recent conferences she attended, including the Michigan Downtown Association meeting in Grand Rapids and the Small Town Success conference in Mt. Pleasant. Both were very informative and the material gathered will be incorporated into the HDDA website.

Architectural Standards and Design Guidelines: Ms. Bahm looks forward to working with the MSOC on creating these standards for Highland Station.

Streetscape Design: Ms. Bahm would like to include street furniture and landscaping into the plans for lighting and create a comprehensive streetscape design plan. This is also something we may work on with MSOC.

Development District Reviews: There were no projects to review.

Community Reports:

Ms. Pilchowski regretted to inform the board of the passing of Highland Township Trustee Larry Pepera on October 5.

Ms. Greene discussed the success of the Highland Equestrian Barn Tour and Art Exhibit that took place on September 25, 2005. Approximately 250 people attended and planning for next year's event will begin soon.

Ms. Pilchowski discussed the HDDA board appointment process and was pleased at the number of qualified candidates who have submitted applications. She noted that we have two seats currently open and expects to have those seats filled after the first of the year.

Call to the Public:

Mr. Allie raised the issue of an augmentation well at Downey Lake. Mr. Rhodes noted that there is a monitoring well to monitor high VOC content, and no augmentation well would likely be approved in that area.

Adjournment: Motion by Happel, seconded by Hickox, to adjourn the meeting at 6:25 p.m. Motion carried 9-0