

CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
Record of the February 1, 2006 Meeting
Highland Station

Members Present: Susan Bennett, Sharon Greene, Susan Happel, Dave Blossey, Paul Mecklenborg, Scott Oppmann, Gail Perrin, Patricia Pilchowski (Township Supervisor), Keith Rhodes (Chairman), Roscoe Smith

Members Absent: Jim Gorman, Neil Kajy

Staff Present: Jill Bahm (HDDA Director)

Visitors Present: Deborah Bell, Carol Borich Lynn Olivier Cunningham, Sue Grissim, Larry Shew, Paul Young,

Chairman Rhodes called the meeting to order at 5:34 p.m.

Approve Meeting Minutes of December 7, 2005 and January 4, 2005:

Motion by Pilchowski to approve the minutes of December 7, 2005 as corrected. Supported by Smith and Motion carried (10-0).

Motion by Happel to approve the minutes of January 4, 2006 as corrected. Supported by Perrin and Motion carried (10-0).

Treasurer's Report: Mr. Blossey reported that there is currently \$103,929.92 in assets.

Director's Report: Ms. Bahm reviewed the information packet with the Board. This packet included Planning Commission Issues, Ms. Bahm's monthly report, and the Winter 2006 issue of the *Tracks* newsletter.

Site Plan reviews were discussed and how Ms. Bahm should represent approval or disapproval. It was discussed and decided that a response should include the language: "Upon Completion of HDDA staff review, the plan appears to be consistent (or inconsistent) with the HDDA goals and objectives"

Old Business:

Light Fixture Policy

Mr. Rhodes suggested that this be handled by the Design Committee from this point and the Board agreed and Mr. Mecklenborg, the design committee chair, concurred.

2006 Meeting Schedule Approval:

Ms. Bahm stated she was concerned with the July 5, 2006 meeting date but has not received any comments regarding the proposed calendar. Therefore, the calendar is finalized with no changes.

HDDA Mission and Vision Statements:

This has been turned over to the Organization Committee based on the recommendation of the MSOC Coordinator at the last meeting.

New Business:

1. Planning Summit

It was discussed that on February 27, 2006 at 7:00pm there will be a Planning Summit at the Highland Station. There will be a 30 minute presentation and then an open Question and Answer period. It was also noted that there will be a system where the public can ask questions anonymously.

2. Committee Reports – Work Plans

The various committees gave their reports and Mr. Rhodes asked the Board to review and comment at the next meeting.

Design: Ms. Bahm noted that lighting should be added to the report.

Economic Restructuring: Mr. Smith reported on behalf of Mr. Gorman stating the group is trying to understand the various businesses in Highland and what they need to be successful. They also want to research other areas in which this committee can be of assistance to the community.

Organization: Mr. Oppmann reported they narrowed their scope to 4 objectives that revolve around Administration, HR, policies, etc.

Promotions: Ms. Happel's report included things such as creating brochures and new activities as well as tackling the issue of structural repairs to the Highland Station House. Ms. Bahm suggested that the structural issues should be handled by the Design Committee.

3. Development District Reviews – Highland Station, Phase I N. Milford Rd. (Shew)

Mr. Shew reported that the submittal is now in to Township. He also stated he thought he could be on the Planning Commission's Agenda as early as February 16, 2006. He reviewed the plans with the Board. Mr. Shew noted some of his concerns:

- The expense of the storm water for the area was a concern; his storm water is under the building. He felt the expense could discourage future business development. –Discussed ensued over the possible utilization of TIF funds to address this need.
- The expense of the lighting was also a concern. He felt this too could be a hardship on future businesses.
- Right-of-Ways were also a concern – Currently 66 ft. is the Right-of-Way with the Road Commission of Oakland County proposing 120 ft. He stated that his development is based upon the RCOC suggestion of reducing that r.o.w. to 104 ft.

It was questioned by Mr. Paul Young, if there was a back up plan for the area in case sewers do not go through. Mr. Shew responded he will utilize an adjacent parcel to the west for a septic system until a sewer system is in place.

Mr. Shew indicated he would return to the HDDA in March to hear additional comments, as the board members did not feel they had enough time to consider the proposal.

Adjourned at 7:25 p.m.