

CHARTER TOWNSHIP OF HIGHLAND
DOWNTOWN DEVELOPMENT AUTHORITY
Record of the August 2, 2006 Meeting

Members Present: Susan Bennett, Doreen Kosieraki Paul Mecklenborg, Gail Perrin, Patricia Pilchowski (Township Supervisor) Keith Rhodes (Chairperson) and Roscoe Smith

Members Absent: Dave Blossey; Sharon Greene, Susan Happel; Neil Kajy, and Scott Oppmann

Staff Present: Jill Bahm (HDDA Director)

Visitors Present: Beth Corwin, Ross Gofton, Sue Grissim, George Hayden, Larry Shew, and Paul Young

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

Approve Meeting Minutes of July 5, 2006

Motion by Pilchowski to approve the Minutes of July 5, 2006 as amended. Supported by Mecklenborg and Motion carried (7-0).

Treasurer's report

Chairperson Rhodes reported, in the absence of Mr. Blossey, that the balance sheet showed \$173, 965.42 in assets.

Director's report

Ms. Bahm reviewed her monthly report with the Board. She referenced a draft of a Business Survey that could be given to new businesses as they receive their Certificate of Occupancy. This survey is a customer survey and can also be used as a tool to monitor economic growth in the Downtown District. Ms. Bahm also informed the Board of her committee participation, upcoming social events, developmental issues, historical society events and the MSOC visit on August 7th and 8th for work planning assistance.

OLD BUSINESS

Town Center Boulevard Update

Mr. Rhodes handed over the discussion to Ms. Corwin who stated that there are two scenarios for the Town Center Boulevard. One scenario would address the current needs and the second scenario would address needs of the future. Ms. Corwin suggested that we go with the first scenario which is considerably less expensive than the second

scenario. She concluded the second scenario would not be eliminated, it would be addressed as needed in the future.

Sewer Update

Mr. Mecklenborg reviewed meetings that had taken place since the last Board Meeting. He also reported that a meeting is planned with the financial advisors to further clarify costs.

Milford Road Update

Ms. Bahm reviewed concerns that were discussed at past meetings.

Mr. Gofton of 755 W. Livingston Road expressed concern pertaining to on street parking and felt it could cause traffic problems.

Chairperson Rhodes reviewed The Resolution of the Milford Road Design in the Highland Downtown Development dated 07/28/06 with the Board.

Discussion took place regarding the 66 ft. road right-of-way and Ms. Corwin noted the benefits of having only a 66 ft. road right-of-way. Placement of the utilities outside the 66 ft. road right-of-way was also discussed.

Discussion took place amongst the Board pertaining to gravel and curb and gutter. It was determined that the decision did not necessarily have to be made pertaining to those subjects that evening and the adoption of the Resolution would not restrict those decisions in the future. It was the intent of the Board that those decisions could be made during the preparation of the Downtown Master Plan.

Motion by Mecklenborg to accept the Milford Road Design dated July 28, 2006 as amended. Supported by Kosieracki and Motion carried (7-0).

NEW BUSINESS

2005 Annual Report

The 2005 Annual Report was reviewed and was noted that it was posted in the Milford Times. A question was found pertaining to rent and would be addressed with the Treasurer's office.

Downtown Master Plan

Ms. Bahm noted that there are a lot of unanswered questions relating to the physical aspects of downtown design such as curb and gutter, utility placement etc that still needs to be worked out. The Board was in consensus that funds for a downtown master plan should be included in the 2007 budget.

COMMITTEE REPORTS

Design

Mr. Young reported his group has been working on the lamp issue with Mr. Daley and also drafting a sign ordinance.

Economic Restructuring

Mr. Smith reported his committee is working on the 2007 work plan, which will include initial work on a market study and business survey.

Organization

Ms. Bennett reported her committee is working on their work plan and on creating a volunteer system using post card mailings. She also noted they have discussed conflict of interest and policy statements.

Promotions

Ms. Happel sent word that the last concert of the summer is next Tuesday, August the 9th and asked that volunteers be present by 5:30 to assist with setup.

COMMUNITY REPORTS

Ms. Pilchowski reported that the second annual community softball game between Highland and Milford Townships was held on Saturday, July 29 at Kensington Metropark in Milford Township. The game ended in a tie, so the "Crapo Cup" will be shared between the townships this year. The game will be hosted by Highland Township next year.

Mr. Shew reported that the Planning Commission meeting on August 3 will include discussion on a proposed microarea analysis study to be considered for the northwest corner of Milford Rd. and M-59.

CALL TO THE PUBLIC

none

The meeting was adjourned at 7:30 p.m.